

Project Reporter Template

Introduction

➤ OVERVIEW

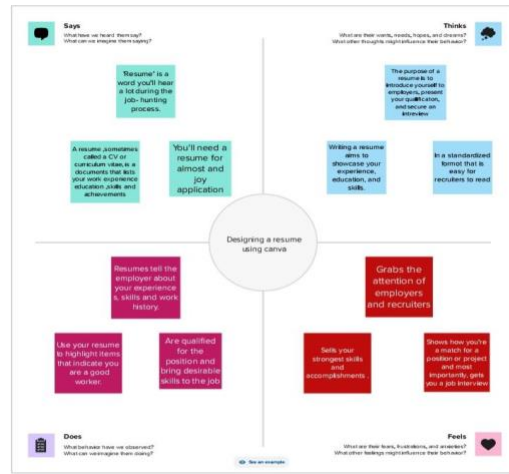
- ❖ A good resume summary is two to four sentences long and includes information on:
Your years of experience and job title. 2-3 of your biggest achievements to date. 1-2 of your top skills

➤ PURPOSE

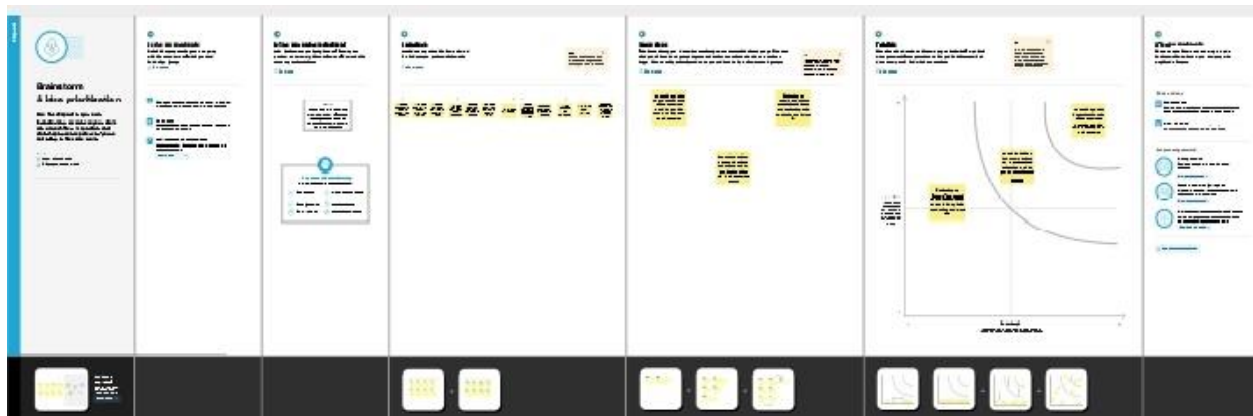
- ❖ A resume is a brief, concise document that presents you to the prospective employer. The resume markets your skills, accomplishments and experiences for employment, admission to graduate school, and consideration for a scholarship or fellowship.

Problem Definition & DesignThinking

➤ Empathy Map



➤ Brainstorming



➤ Result



➤ Advantage

- ❖ Gives You an Edge Over Other Candidates.
- Helps You Leave a Lasting Impression on the Hiring Manager.
- Showcases Your Strengths and Achievements.
- Opens Doors to More Career Opportunities.

➤ **Disadvantages**

- ❖ **Emphasizes gaps in jobs.**
- ❖ **Highlights frequent job changes.**
- ❖ **Does not emphasize skill development.**
- ❖ **Emphasizes career changes, especially unrelated jobs.**
- ❖ **Points out career setbacks.**

➤ **Application**

- ❖ **A resume is a summary of your education, job experience, and job-related skills that you send to potential employers. From it and the accompanying application letter, potential employers learn about you and decide whether to interview you for a job.**

➤ **Conclusion**

- ❖ **Thank you for taking the time to review my resume. ...**

- ❖ **In conclusion, my background and skill sets have prepared me to be a successful contributing team member in this type of environment and for an organization exactly like yours. ...**
- ❖ **Thank you for considering my application.**

➤ **Future Scope**

- ❖ **Employers will prioritize soft skills like communication, creativity, and emotional intelligence over heavy technical skills. – The use of video resumes will increase, and building a personal brand through social media and personal websites will be essential.**