

DESIGNING A RESUME USING CANVA

1. Introduction

1.1 Overview

A resume, sometimes spelled résumé, is a document created and used by a person to present their background, skills, and accomplishments.

2.2 Purpose

The goal and overall purpose of a resume is to introduce your qualifications and skills to employers. It's an informational document that tells your career story, outlining all details in an easily read format.

Resumes also hold meaning within themselves.

2. Problem Definition and Design Thinking

2.1 Empathy Map



2.2 Ideation & Brainstorming Map



3. Result



4. Advantages & Disadvantages

4. 1 Advantages

Personalized to company.

Shows Research.

More Impressive.

Address Employer Needs.

4.2 Disadvantages

Time Consuming to Prepare.

Confusing if not well Organized.

Should Revise for each Employer.

5. Application

We need resume while applying for government jobs.

Resume needs to make us stand out while recruiting for private jobs.

6. Conclusion

By writing a line of text simply stating “ Professional references upon request” you give a clear sense of conclusion as well as

details the fact you have a reference to offer. This is a classic way of ending your resume and it still appears in modern examples even today.

7. Future Scope

As robots, automation and artificial intelligence perform more tasks and there is massive disruption of jobs, experts say a wider array of education and skills-building programs will be created to meet new demands.