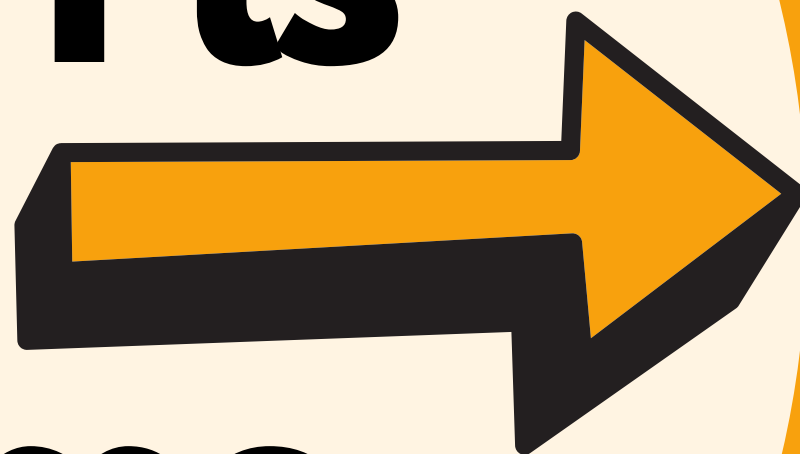




*Priyank Ahuja*

# Do's & Don'ts of a Resume



Avoid these mistakes to create  
an Impactful resume.



SAVE

[www.priyankahuja.in](http://www.priyankahuja.in)



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**DON'TS**



**DO'S**

AlexEditedversion11.pdf

Alex-Daniel-Resume.pdf

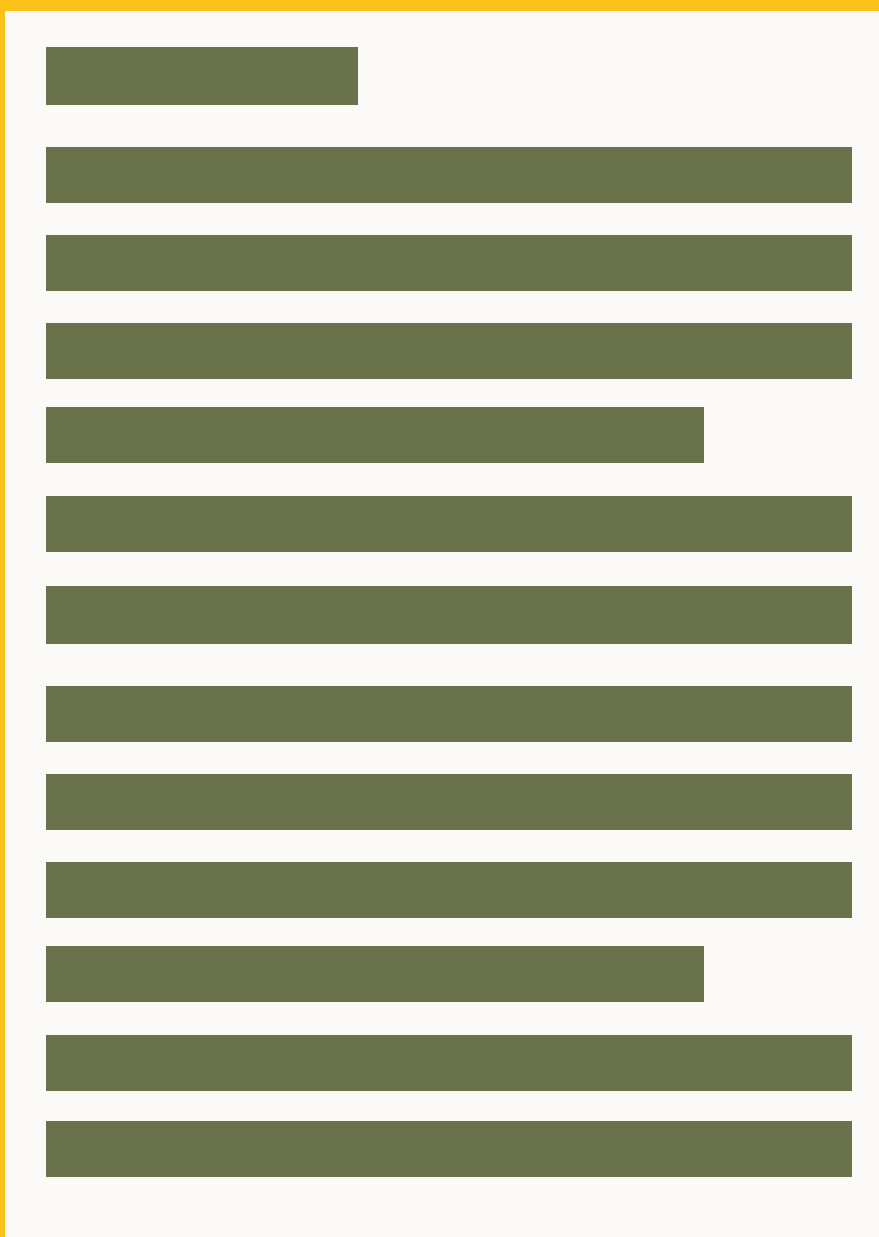
**Name your resume properly.**



*Priyank Ahuja*



**DON'TS**



**DO'S**



**Have a clear format.**



*Priyank Ahuja*



**DON'TS**



**DO'S**

gigglessquirl@gmail.com

alex Daniels@gmail.com

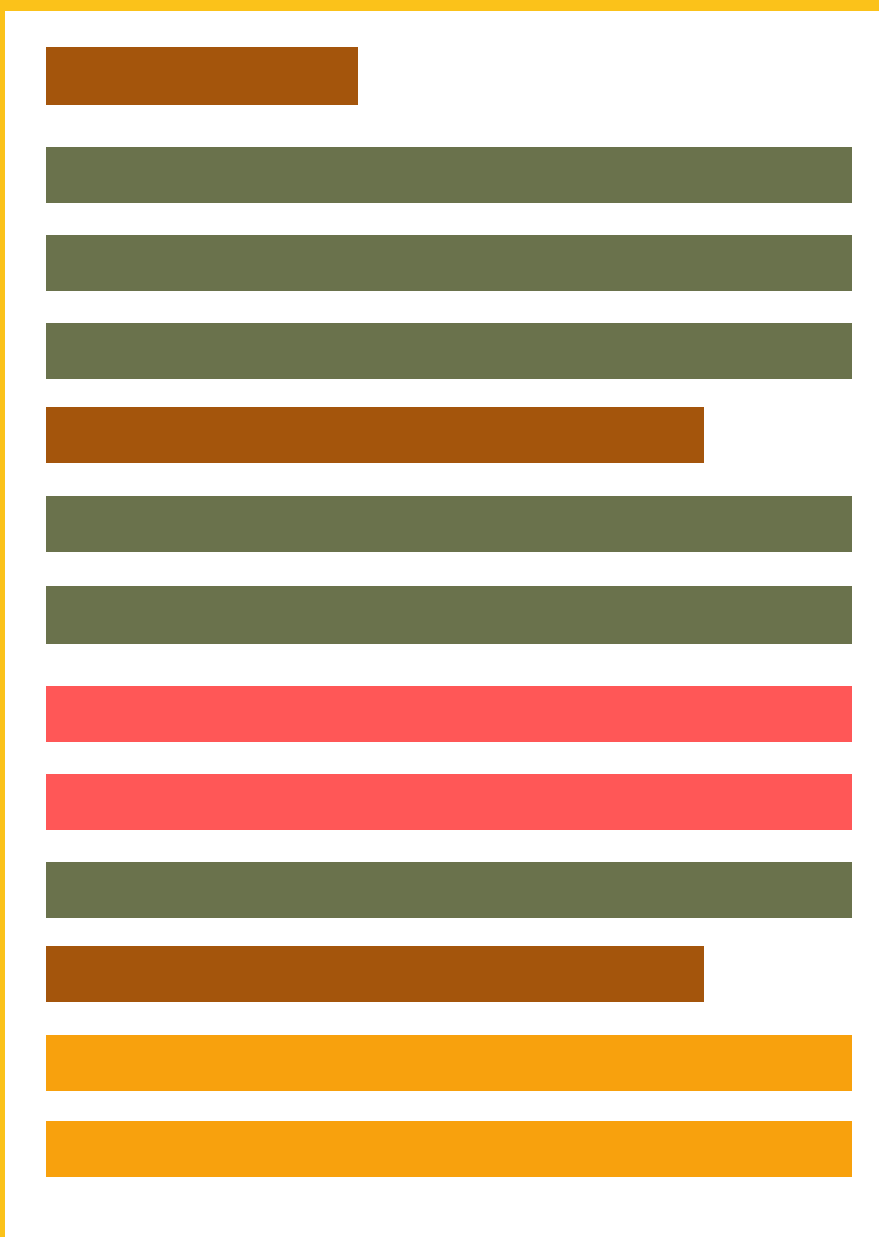
**Use a professional email  
address.**



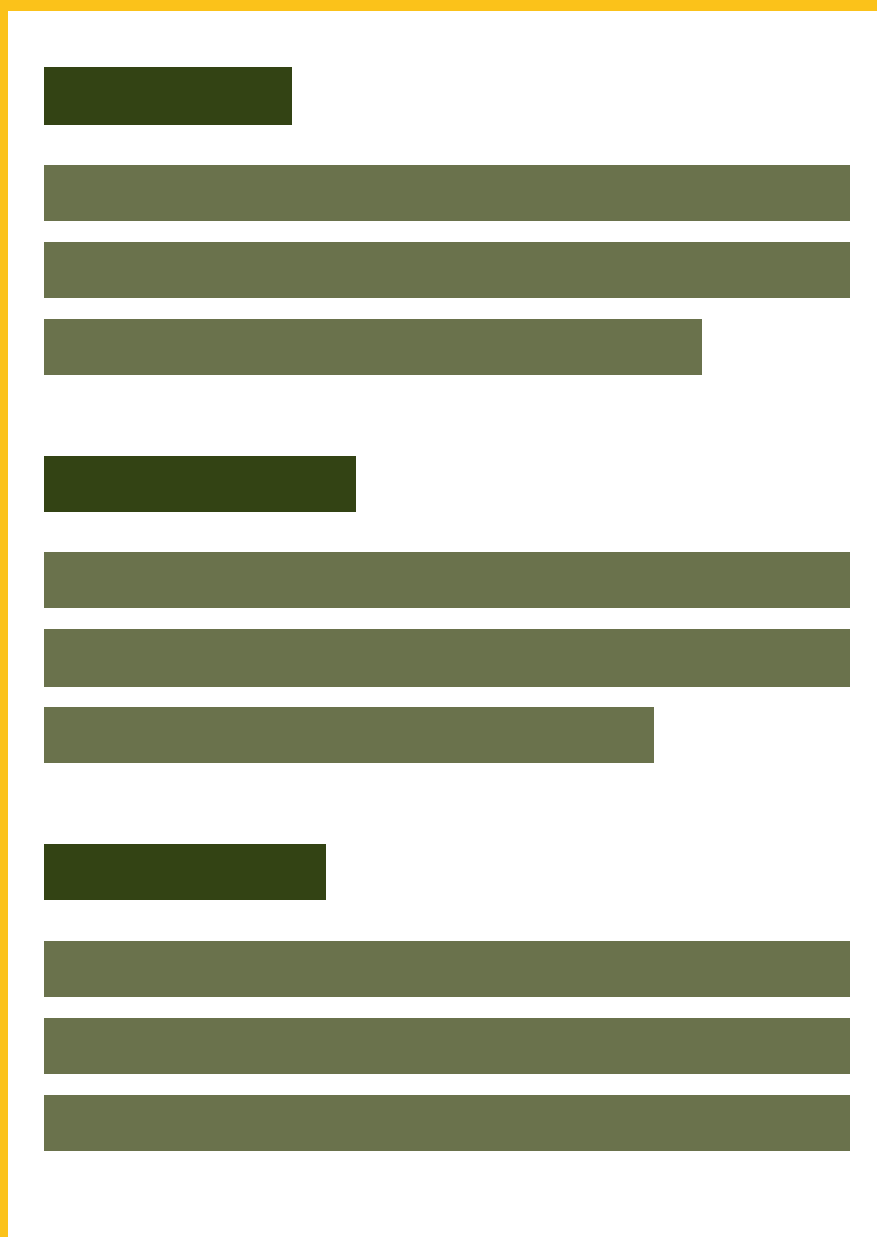
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**DON'TS**



**DO'S**



**Avoid too many colors.**



## DON'TS

- Team player
- Problem Solver
- Helpful



## DO'S

- Resolved internal errors...
- Assisted new employees...

**Use action words.**



## DON'TS

- **Developped** and implemented tools that increased the efficiency of the teams.
- Built internal **tol** using Node JS and updated the existing software.
- **Redesign** company's web application.



## DO'S

- **Developed** and implemented tools that increased the efficiency of the teams.
- Built internal **tool** using Node JS and updated the existing software.
- **Redesigned** the company's web application.

**Avoid spelling & grammatical errors.**



## DON'TS

- Led a team.
- Handled social media account.
- Increased engagement.



## DO'S

- Led a team of 25 employees.
- Grew social media account by 127%.
- Increased engagement by 75% over 6 months.

# Quantify





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