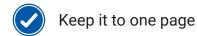
RESUME TIPS

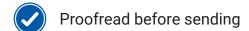


A resume is a formal document that lists your work experience, education, skills, and achievements. It serves as a first impression for potential employers, showcasing why you're a good fit for a job position. Resumes can also be used for other applications, like scholarships or awards.

THINGS TO **DO**







Save file as PDF

THINGS TO **AVOID**

Not updating often

Overloading information

Someone else writing it

Lying about experience

Not knowing where to start can be confusing.

By following the suggested guidelines and videos, you will have a great guide on how to craft your resume.



INTERESTING FACT

The average time a recruiter spends reading a resume is **6-7 seconds**.

For more tips reach out to **youthprograms@peci.com** or visit **myPEC.com/LED**

