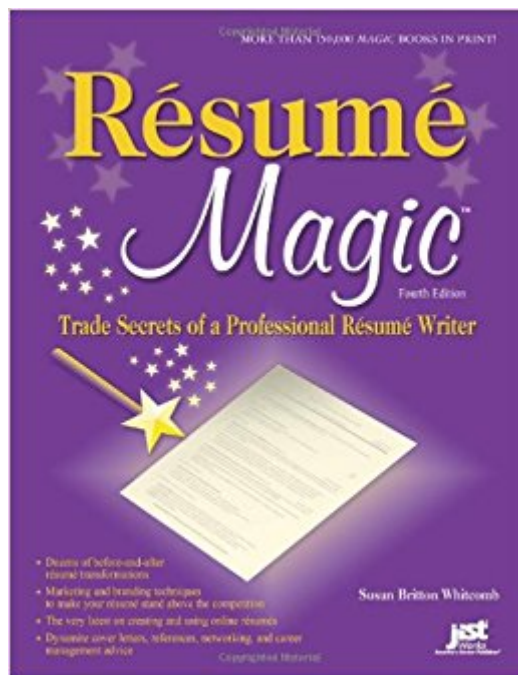


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# Resume Magic, 4th Ed: Trade Secrets Of A Professional Resume Writer (Resume Magic: Trade Secrets Of A Professional Resume Writer)



## Synopsis

Resume Magic is a giant compendium of advice and before-and-after resume transformations explains resume creation and illustrates professional techniques with actual examples that show why the techniques work.

## Book Information

Series: Resume Magic: Trade Secrets of a Professional Resume Writer

Paperback: 608 pages

Publisher: Jist Works; 4 edition (January 1, 2010)

Language: English

ISBN-10: 1593577338

ISBN-13: 978-1593577339

Product Dimensions: 8.3 x 1.2 x 10.7 inches

Shipping Weight: 3 pounds (View shipping rates and policies)

Average Customer Review: 4.3 out of 5 stars 84 customer reviews

Best Sellers Rank: #173,184 in Books (See Top 100 in Books) #58 in [Books > Business & Money > Job Hunting & Careers > Resumes](#) #284 in [Books > Business & Money > Job Hunting & Careers > Job Hunting](#) #22293 in [Books > Reference](#)

## Customer Reviews

Susan Britton Whitcomb has provided career management strategies to people who want to move their career forward faster for more than 20 years. Susan speaks nationally on the topic of career management. She is past president of Career Masters Institute, the job seeker's go-to resource for trusted career experts; founder of Career Coach Academy, a training center and think-tank for quality career coaches; and principal of California-based Whitcomb Career Consulting.

I can not rate this book highly enough. I bought this book in 2013, but I did not bother to read it until this summer. Her information is straightforward and her examples and templates are easy to follow. I took one of her templates and just added in the same information from my resume with a few tweaks, but that has made all of the difference. Since revising my resume this past summer, I have received three interviews and have been told numerous times that I have an impressive resume! And yet my credentials are the same - I've just arranged them in a coherent way. This book is best for experienced professionals who may not have worked on a resume in awhile and want to quickly update and improve their resumes and coverletters. I don't think it would be as effective for recent

college graduates looking for a first position, although her information on the importance of selling yourself and thinking of your resume as an advertising document are good advice for anyone at any stage of their career.

It would probably be helpful for a person looking for his/her first job. Beyond that, it seems like much ado about nothing. I NEVER hired a person based solely upon a resume. It might have gotten them rated higher or lower on who got an interview and who didn't, but was more what they said, not so much about how they said it or formatted it.

Excellent assistance with content inclusion/exclusion for resumes as well as cover letters, and extremely helpful (step-by-step) assistance with layout and format (visual techniques and "artistry"). Essential explanations of resume "speak" (grammar & mechanics), various types of resumes, how to save & send electronically, function of ATS, and more. Well organized and easy to follow, but plan to spend some time with this guide to do your work justice. Plenty of excellent before & after examples. Probably the most helpful text of the three I worked with recently. This 4th edition is the latest, but is from 2010...hence only 4 stars. Still, an invaluable one-stop source for polishing-up a resume to professional standards, getting it ready for distribution, and how to start using some of the social media to circulate the finished product.

Some of the information is outdated. I took bits and pieces of advice from the book, while ignoring others. There also seems to be a lack of example resumes for 1-2 year experienced professionals. They have maybe 2 decent examples. I would recommend this book if you're a beginner-intermediate in building a resume. For experienced resume builders, you may just want to glance at this book for ideas next time you're at the bookstore. Note the book is huge!

Before I read this book, I really thought I had a decent resume even though I had been job searching for quite a while. My resume highlighted my skills and a few accomplishments; however, I did not realize how off the mark my resume actually was. Since I am changing careers, I really had no idea what I wanted to do exactly but this book helped me realize I needed a new and improved game plan and a new resume that could really show what I could do for a company. Using some of the ideas in the book, I really felt inspired to completely revamp my resume. Actually, I created a new resume from scratch using one of Whitcomb's templates. My new resume looks nothing like my old resume and it looks 100x better and my skills just jump off of the page. I downloaded the Kindle

edition to my iPad and I was able to zoom and magnify the charts and sample resumes with no problem. They were still clear and readable. My only gripe about the Kindle edition is that the headlines for each chart/resume/graph are on the following page (not on the same page as the actual chart). It got quite confusing at times. The author does offer templates of resumes included in the book on her website that you can download in Microsoft Word but make sure you are using a newer version of Word. Due to the wealth of information in this book, I wish I also had a hard copy since she would often have you jump to different pages of the book which can be quite a hassle to do electronically. One thing I would have liked to see was more of a variety of occupations represented in the book. Not everyone is a salesperson, high-level executive, or IT consultant. Even in spite of that, I was still able to walk away with a new and improved resume for my profession utilizing the steps Whitcomb outlined. I had also downloaded a copy of "Headhunter Hiring Secrets: The Rules of the Hiring Game Have Changed...Forever" by Skip Freeman along with Whitcomb's book and I am now utilizing some of Freeman's strategies. I feel really confident at this point but "the proof is in the pudding" so only time will tell if I can finally land a new job.

I bought this Great Resume Making book in the paperback format, because on the eBook all resumes' samples were unreadable (either way, Kindle PC Reader), and so I had to return back (100% money refund) this ebook to . Following (even slowly) this book's recommendation you can avoid paying \$200-400 (for one resume) Certified Resume Writingservices and significantly improve your resume yourself. According to Tony Beshara's "Unbeatable Resumes" (Amacom, 2011, also bought on ), most hiring managers dislike professionally (by Certified Resumes Writers) made resumes, and they prefer to see candidates' resume made on their own

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