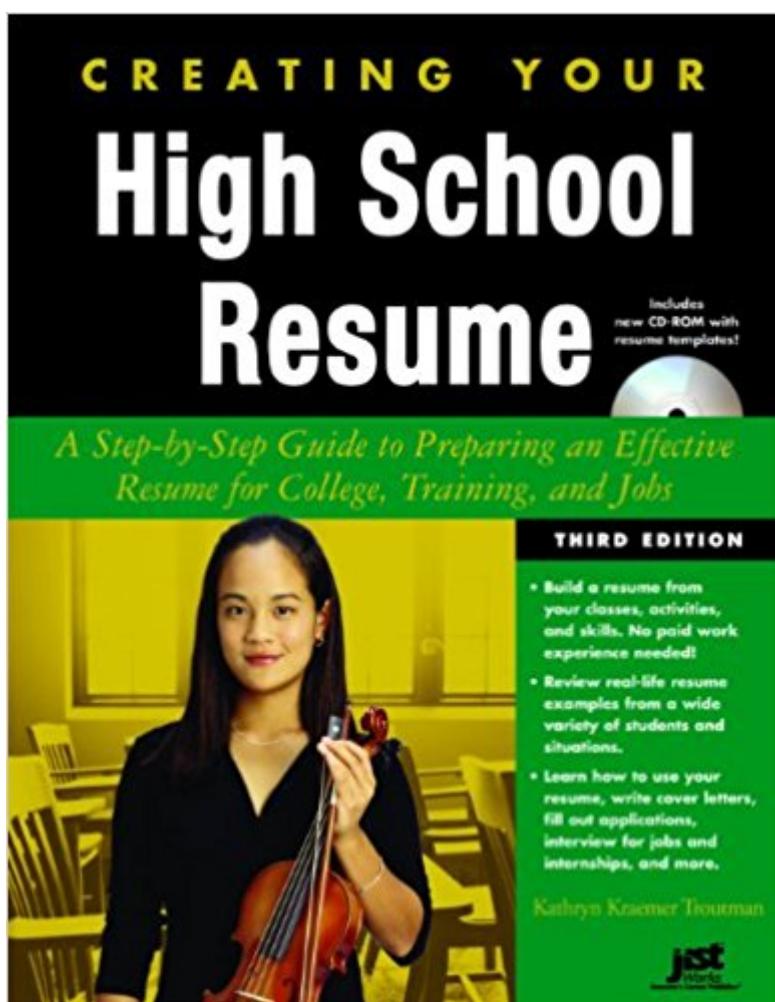


The book was found

Creating Your High School Resume: A Step-By-Step Guide To Preparing An Effective Resume For College, Training, And Jobs [With CDROM]



Synopsis

This classroom-tested workbook shows students how to turn courses, activities, natural abilities, and accomplishments into resumes that get results--no work experience needed. An important aspect of creating resumes is that students learn to articulate what they have to offer. Students answer straightforward questions to quickly define their skills and interests. They build their own resumes, step by step. Many case studies and examples show students firsthand how to focus, organize, write, format, and use resumes. This resource works well in school-to-career programs, English classes and many other youth programs or courses.

Book Information

Series: Creating Your High School Resume

Paperback: 150 pages

Publisher: Jist Works; 3 Pap/Cdr edition (2008)

Language: English

ISBN-10: 1593576625

ISBN-13: 978-1593576622

Product Dimensions: 0.5 x 8.5 x 10.8 inches

Shipping Weight: 12 ounces

Average Customer Review: 5.0 out of 5 stars 3 customer reviews

Best Sellers Rank: #1,180,704 in Books (See Top 100 in Books) #106 in Books > Teens > Education & Reference > School & Education #374 in Books > Business & Money > Job Hunting & Careers > Resumes #118695 in Books > Reference

Customer Reviews

Kathryn Kraemer Troutman is the founder and president of The Resume Place, Inc., a service business located in Baltimore, MD, specializing in writing and designing professional federal and private-sector resumes, as well as coaching and education in the federal hiring process. For the past 30 years, Troutman has managed her Professional Writing and Consulting Practice, Publishing and Federal Career Training business, and with her team of 20 Certified Federal Resume Writers, The Resume Place advises and writes more than 300 federal resumes per month for military, private industry and federal clients world-wide.

Very helpful

I really recommend for high school senior because adult resume is very different than teens. Great one to have.

This book has some useful advice for high school students! Sometimes it is hard to know how to write a resume and also tailor it to certain jobs while still being honest about your work experience. This book helped me do exactly that!

[Download to continue reading...](#)

Creating Your High School Resume: A Step-By-Step Guide to Preparing an Effective Resume for College, Training, and Jobs [With CDROM] Resume: The Winning Resume, 2nd Ed. - Get Hired Today With These Groundbreaking Resume Secrets (Get Hired Today, Resume Writing, Job Interview Questions Book 1) Resume Magic, 4th Ed: Trade Secrets of a Professional Resume Writer (Resume Magic: Trade Secrets of a Professional Resume Writer) Resume: Writing 2017 The Ultimate Guide to Writing a Resume that Lands YOU the Job! (Resume Writing, Cover Letter, CV, Jobs, Career, Interview) Puppy Training: How To Train a Puppy: A Step-by-Step Guide to Positive Puppy Training (Dog training,Puppy training, Puppy house training, Puppy training ... your dog,Puppy training books Book 3) STEVE JOBS: Steve Jobs: Top Life Lessons: Unlimited Success, Leadership, and Powerful Creativity: Steve Jobs Biography: Steve Jobs (Business, Biographies ... Rich and Famous, Computers and Technology) Resume: The Winning Resume, 2nd Ed. - Get Hired Today With These Groundbreaking Resume Secrets Crate Training: Crate Training Puppies - Learn How to Crate Train Your Puppy Fast and Simple Way (Crate Training for Your Puppy): Crate Training (Dog Training, ... Training, Dog Care and Health, Dog Breeds,) Cat Training: The Definitive Step By Step Guide to Training Your Cat Positively, With Minimal Effort (Cat training, Potty training, Kitten training, Toilet ... Scratching, Care, Litter Box, Aggression) How to Succeed in High School and Prep for College: Book 1 of How to Succeed in High School, College and Beyond College Puppy Training: A Step-by-Step Guide to Crate Training, Potty Training, Obedience Training, and Behavior Training The Resume Writing Guide: A Step-by-Step Workbook for Writing a Winning Resume Puppy Training: The Ultimate Guide to Housebreak Your Puppy in Just 7 Days: puppy training, dog training, puppy house breaking, puppy housetraining, house ... training, puppy training guide, dog tricks) Puppy Training: The Complete Guide To Housebreak Your Puppy in Just 7 Days: puppy training, dog training, puppy house breaking, puppy housetraining, house ... training, puppy training guide, dog tricks) Dog Training -Train Your Dog like a Pro:The Ultimate Step by Step Guide on How to Train a Dog in obedience(Puppy Training, Pet training book) (Dog Taining, ... training books,How to train a dog, Book 2) High Fiber Recipes: 101 Quick and Easy High Fiber Recipes for

Breakfast, Snacks, Side Dishes, Dinner and Dessert (high fiber cookbook, high fiber diet, high fiber recipes, high fiber cooking) Resume: The Definitive Guide on Writing a Professional Resume to Land You Your Dream Job Resume Writing Secrets: How to Craft a Professional Resume to Land Your Dream Job The Damn Good Resume Guide, Fifth Edition: A Crash Course in Resume Writing Resume Writing 2016: The Ultimate, Most Up-to-Date Guide to Writing a Resume That Lands You the Job!

[Contact Us](#)

[DMCA](#)

[Privacy](#)

[FAQ & Help](#)