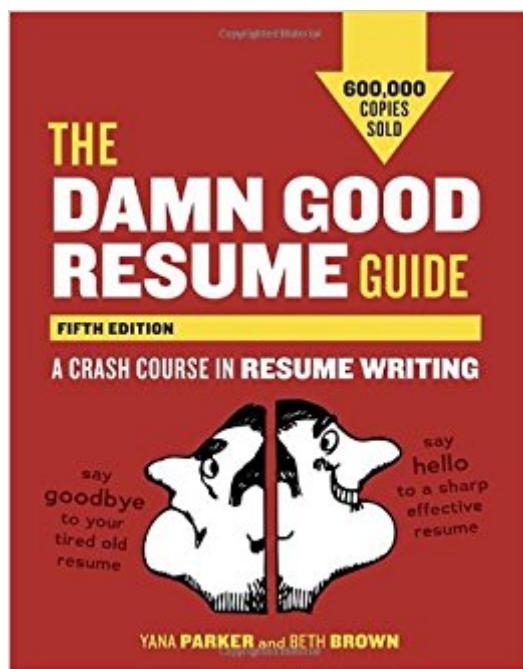


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# The Damn Good Resume Guide, Fifth Edition: A Crash Course In Resume Writing



## Synopsis

One of the best-selling resume books of all time and a trusted resource for job-seekers for nearly three decades, this edition of The Damn Good Resume Guide has been completely revised and updated for today's marketplace. The Shortest Distance Between You and Your Next Job For hundreds of thousands of job seekers, The Damn Good Resume Guide has been the go-to resource for writing and refining their resumes to damn near perfection. Filled with savvy advice and written in a straightforward, user-friendly style, The Damn Good Resume Guide will help you zero in on that dream job, then craft a winning resume that gets your foot in the door. This tried-and-true best seller has been fully revised and updated for today's job market, including: Contemporary sample resumes (all of which landed interviews!) with job objectives running the career gamut—from line cook to sales manager, school principal to software engineer. Tips on creating a functional, chronological, or hybrid resume—and advice on choosing which format is best for you. What to include and what to leave out of your resume, so you get the job you really want. Smart ways to deal with gaps in your work history and other less-than-ideal resume scenarios. Instructions for writing cover emails and submitting resumes electronically. How to set up (and excel at) an informational interview. Advice for formatting, polishing, and proofing your resume so that it stands out in the right way. And much more! Follow Parker and Brown's ten easy steps, and you'll be well on your way to a smart, effective, and thoroughly modern resume—a resume that makes you look good and produces results.

## Book Information

Series: Damn Good Resume Guide

Paperback: 88 pages

Publisher: Ten Speed Press; 5 edition (May 22, 2012)

Language: English

ISBN-10: 1607742659

ISBN-13: 978-1607742654

Product Dimensions: 8.5 x 0.2 x 10.1 inches

Shipping Weight: 8.8 ounces (View shipping rates and policies)

Average Customer Review: 4.4 out of 5 stars 18 customer reviews

Best Sellers Rank: #339,929 in Books (See Top 100 in Books) #101 in Books > Business & Money > Job Hunting & Careers > Resumes #521 in Books > Business & Money > Job

## Customer Reviews

Most resume books are written for people with perfectly impeccable, straight-as-an-arrow work backgrounds. [This is] for the other 99 percent. • Joyce Lain Kennedy, nationally syndicated career columnist

YANA PARKER was the best-selling author of five highly successful books for job seekers.

BETH BROWN is a former contributor to Yana's Damn Good newsletter and has worked as a resume consultant for more than fifteen years. Visit [www.damngood.com](http://www.damngood.com).

Concise and impactful. Guided me through the process of updating my 20+ year old CV. It was recommended to me by a friend who used this to update her CV, which helped her secure an amazing new position! While there's no guarantee you'd obtain a new job by using this book, it will help you start thinking how you market yourself.

Excellent book. Shows many different styles of resumes. Helps make a professional concise resume. Highly recommend.

In my opinion "Resumes for Dummies" was a better buy as to content.

Bought one 20 years ago. Lost it. Bought another. Great approach to a creative resume. It's worked for me every time.

This little but powerful book will help you to write a fabulous resume in no time. I would highly recommend this book to anyone. Daisy

I found it very helpful for assisting non-professional job applicants. It's straightforward and easy to follow.

Excellent resource book for writing a resume.

GREAT

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