

# Career Coach – Resume Pro

## Overview

### What this Course Is

Your resume is what will get you that round 1 interview. It is the most important job seeking tool yet everyone messes up. In this program we will provide you with the skills you need to craft the perfect resume for every job you are applying to.

## Prerequisites

None

## Steps

1. You will send an email to your Career Coach pro with the following information:
  - a. The top jobs that interest you
  - b. What your employment/school status is
  - c. Any other relevant information
  - d. Resume attached to email
2. Your Career Coach will review your resume and host a one hour screen share with you going through your resume line by line offering feedback on how to improve your resume writing for each of the job types you requested.
3. Resume will be mailed back and forth until your Coach deems it fit for job applications.

## What this is not

This is not you emailing your Coach a resume and him/her “fixing” it up. You can go to other services for that. We teach you how to consistently craft an excellent resume so that for the rest of your career you will be drafting excellent resumes.