

How to Write a Resume

1.

Contact
Information

2.

Summary
or objective

3.

Skills or
highlights

4.

Professional
experience

5.

Education
section

6.

Optional
section

Greg Jensen, MBA
Marketing Leader

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LinkedIn: [linkedin.com/company/j-jen](https://www.linkedin.com/company/j-jen)

SUMMARY

I'm a marketing, sales, and business development executive with over 25 years of experience working with consumer products and services. I'm currently looking for my next challenging senior-level role within which I would aim to build an enduring contribution toward the overall organization's financial goals and strategic objectives.

HIGHLIGHTS

- **Marketing leadership** - creating and executing integrated marketing programs and sales tools
- **Managing for performance** - delivering substantial revenue growth in highly competitive markets
- **Workable strategies** - managing the design and execution of international marketing strategies

PROFESSIONAL EXPERIENCE

MARKETING MANAGER

TRAVEL RETAIL AMERICAS Inc. / San Francisco, CA

Nov 2018 to present

I was recruited to lead the marketing functions for the Travel Retail Americas Group's cosmetic brand portfolio. This consisted of the Shiseido, Clé de Peau Beauté, NARS and bareMinerals branded lines of products.

- Led visual merchandising for all brands to assure brand image consistency and enhance brand DNA.
- Acquired and developed the bareMinerals brand, opened 37 points of sale for growth of 340%.
- Achieved 17% growth in retail sales, outperforming the general American market.

SENIOR MANAGER, MARKETING-INTERNATIONAL

AMERICAS CORPORATION Inc. / San Francisco, CA

Nov 2012 to Sep 2018

I'm currently responsible for managing the execution of integrated marketing and VM/merchandising programs for the Shiseido Group's international markets for the bare Minerals and Suqin brands of beauty products. My focus is on broadening and raising consumer product and brand awareness to drive customer acquisition and sales.

- Creating and executing integrated marketing programs and sales tools to increase market share.
- Organizing and managing cross-functional teams - Creative, Global Brand, Merchandising/Sales.

EDUCATION

MBA (Master Business Administration), Marketing

2010

Interamerican University, Metropolitan Campus, GPA: 3.7, Relevant coursework: (CS, SA&N, TC)

COMMUNITY INVOLVEMENT

COMMUNITY VOLUNTEER - Project Sunshine

- Group volunteer-led programming to pediatric patients and their families in a variety of medical settings.

Guide To Creating A Resume

Quinn Everett, AI



Guide To Creating A Resume:

The Complete Idiot's Guide to Creating a Web Page and Blog Paul McFedries, 2004 Provides instructions for creating and designing Web pages and Weblogs using HTML

4 Pillars: Creating a Life on YOUR Terms Geoff Smith, 2022-05-21 What does it feel like to create a life on your terms Where your health relationships finances and mindset are all supercharged with positive momentum and intent The 4 Pillars offers a template on how to shape your life towards fulfilment in these areas where you learn to master your health take control of your relationships grow your finances and develop a clear and positive mindset The 4 Pillars is your roadmap to a better life

The Resume.Com Guide to Writing Unbeatable Resumes Warren Simons, Rose Curtis, 2003-08-22 The nation's 1 online resume service offers its exclusive advice on how to craft a winning resume The Resume com Guide to Writing Unbeatable Resumes draws upon the author's considerable expertise as well as the vast Resume com database to arm job seekers with Sample resumes for every profession and job category at every level from entry level to executive A comprehensive database of keywords arranged by industry Electronic job hunting advice and strategies with tips on how to make any resume stand out online A detailed Before After resume trouble shooting worksheet Job seekers will also find an exciting added value with this essential text With the purchase of this book they'll be able to receive a free resume consultation with one of Resume com's career consultants

The Resume Writing Guide Lisa McGrimmon, 2014-11-03 Write a Winning Resume Step by Step The Resume Writing Guide updated for 2015 will show you step by step exactly how to create a resume that makes a great impression and gives you more power in the job search process It breaks the big complex job of resume writing into small completely manageable tasks so you easily can write a resume that is tailored to show you at your best Learn From the Experience of 2000 Job Seekers In this book you'll find the kind of expertise that only comes from real experience Lisa McGrimmon has written over 1000 resumes and helped over 2000 job seekers find work She knows how to coach people through the process to create real resumes that give real results for real people Guidance Through the Process The Resume Writing Guide takes you through the actual process of creating a resume one step at a time carefully guiding you through each decision It isn't just a collection of rules and tips The process is broken into small simple steps In each chapter you will complete a few tasks and if you complete all of the tasks to the best of your ability once you reach the end of the book you will have written a resume that shows you in your best possible light Learn How to Deal With Resume Challenges Lisa has used this process successfully with clients from all walks of life and with all kinds of work histories She has written resumes for career changers people returning to work after several years without paid employment new immigrants recent graduates older workers people in competitive and declining industries This book isn't just for the lucky few who have a perfect career history It gets into the heart of how to write resumes that pop even if you're worried that you may have some challenges to overcome New for 2015 The second edition has been revised and expanded to include up to date information about trends in resume writing and

job hunting including 2 new chapters about writing applicant tracking system ATS optimized resumes Not a 20 Minute Resume Guide This book is not for people who want to knock out a resume in 20 minutes It is a meticulous step by step guide through each phase in the resume writing process It shows you how to structure each section write compelling statements and make smart decisions about content to highlight your individual strengths and minimize weaknesses Thoughtfully completing the tasks in this book will take time but it will be time well spent In the end you will have a winning resume that is perfect for your needs and structured to show you at your best Partners in Resume Writing Good career coaches will not write a resume for you they will write one with you as partners You and the career coach both bring important information to the table Throughout this book you and Lisa will be partners Lisa will be the expert on how to create a resume You will be the expert on your own career Lisa will show you how to decide what information you should include how to write compelling content how to structure sections to highlight your strengths and how to minimize concerns you may have about your work history Your task is to take that information and apply it to what you know about your own career In this partnership you can create an effective resume that gets you one big step closer to landing the job you want Scroll up and click to buy **The Damn Good Resume Guide, Fifth Edition** Yana Parker, Beth Brown, 2012-05-22 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 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

[The Damn Good Resume Guide](#) Yana Parker, 1996 Guides the reader through the process of creating a successful resume
[CareerJournal.com Resume Guide for \\$100,000 + Executive Jobs](#) William E. Montag, 2002-10-22 The Proven Professional

Resume and Job Search Guide for Executives in the 100K and Above Salary Range This new expanded edition of a classic bestseller supplements veteran career advisor William Montag's years of experience with the powerful online resources of CareerJournal.com The Wall Street Journal's own career Web site Let this handy resource be your own professional executive coach with up to the minute advice on how to land your ideal executive job using proven high visibility marketing techniques The top notch real world resume and cover letter samples inside will help you launch your search with the same competitive edge held by the top level clients of Montag Associates You'll learn how critical self marketing is to your success and how to maximize your marketability by pairing the perfect cover letter with the right resume for any job opportunity By combining the author's power packaging and patented Expansionist Theory™ methods with 24/7 online job search strategies you can outmarket outsmart and outclass the competition Put your executive job search on the fast track with All the marketing techniques and online skills of professional executive career coaches Up to date listings of the best career and job search sites on the Internet Sample resumes accompanied by their own specially designed cover letters Frequently asked questions and market tested answers Top ten rules for the twenty first century job market

The Community College Guide Joshua Halberstam, Debra Gonsler, 2009-06-22 Bookstore shelves are crowded with books offering advice to college students yet astonishingly none of these books offer needed advice to the majority of college students in the United States those attending community college Of the approximately 21 million full and part time college students 11 million attend community colleges The Community College Guide aims to help fill this huge gap The authors of this book have decades of experience between them as professors and administrators in both two year and four year colleges have written numerous books for a general readership and thoroughly understand what community college students need to know to succeed in their college careers From how to apply to community colleges to what to expect from your courses from the truth about what you'll pay to actual financial aid opportunities The Community College Guide offers a wealth of information for the millions of American students who desire higher education at the community level

DK Essential Managers: Writing Your Resume Robert Heller, Simon Howard, 1999-11-29 Learn all you need to know about creating and using a resume successfully from summarizing your achievements to targeting potential companies and replying to job advertisements Writing Your Resume not only shows you how to decide on your career objectives but also provides practical techniques for selecting and presenting information and creating the right impression Power tips help you to develop first class presentation skills that will dramatically improve your resume's chance of standing out from the competition The book's author Simon Howard has quite a resume himself He wrote a column in the Sunday Times for over a decade served as director of global recruiting firm Armstrong Craven for eight years and founded his own company Work Communications in 2000 This guide book is part of Dorling Kindersley's Essential Managers series Experienced and novice managers alike can benefit from these compact guides The topics are relevant to every work environment from large corporations to small businesses Concise treatments of

dozens of business techniques skills methods and problems are presented with hundreds of photos charts and diagrams It is the most exciting and accessible approach to business and self improvement available **Business** □□□□□□□□□□,2003

From Confusion to Clarity: The Complete Career Counseling Handbook for Parents and Students (9th to 12th grade)
Divya Majhi,2025-03-19 From Confusion to Clarity The Complete Career Counseling Handbook for Parents and Students 9th to 12th Grade is a comprehensive guide designed to help students and parents navigate career decisions with confidence Written by renowned Global Career Counselor Divya Majhi this book simplifies complex career choices offering step by step strategies for stream selection college admissions and future career planning It covers psychometric assessments career mapping profile building scholarships entrance exams and study abroad opportunities ensuring students make well informed decisions With insights on emerging careers skill development and resume building this book prepares students for success in an ever evolving job market Parents will find valuable guidance on supporting their child s aspirations while educators can use it as a resource for career counseling Whether you re a student planning your future or a parent guiding your child this book is your roadmap to academic and career success Handbook for Social Work Writing Susan E. Mason,Wendy Zeitlin,2024-03-28 This concise accessible and engaging handbook offers a companion for social work students to acquire professional and competency based writing skills Written by experienced educators the book builds writing proficiency by introducing a social work based guide to academic writing and professional communication Each chapter addresses a specific area of social work writing and development progressing from coursework and beginning fieldwork to practice based assessments and reports The authors integrate a series of scaffolded activities throughout for readers to cultivate awareness and further technique and with sections explaining contemporary communication methods and common writing challenges readers will be prepared to use technology both to strengthen their writing and to ease the overall process Excellent for use in courses across the social work curriculum and as a personal guide the Handbook for Social Work Writing provides students with on the spot guidance for any type of academic or professional writing assignment *Ridiculous Resumes* Quinn Everett,AI,2025-03-29 Ridiculous Resumes tackles the often overlooked world of resume writing revealing why so many job applications end up in the rejection pile This career guide exposes common yet easily avoidable mistakes that job seekers make such as including irrelevant hobbies or exaggerating skills which can instantly disqualify them The book uniquely analyzes real life resume blunders and provides data driven insights into what recruiters look for highlighting how Applicant Tracking Systems ATS filter candidates based on seemingly minor details The book s approach involves dissecting actual resumes to showcase errors and offering practical strategies for crafting a compelling resume It emphasizes understanding the psychology behind recruiter decisions helping job seekers present themselves effectively Ridiculous Resumes progresses systematically starting with foundational resume writing principles then dives into common mistakes and finally it provides a step by step guide to creating a modern resume that emphasizes strengths while minimizing

weaknesses This approach aims to transform job search efforts into career success **Power Branding** Lucas Morgan, AI, 2025-03-04 In today's competitive environment Power Branding offers a comprehensive guide to help professionals and entrepreneurs cultivate a powerful personal brand The book emphasizes the importance of understanding your core values and skills as the foundation for building an authentic brand that resonates with your target audience It reveals how a strategically crafted and consistently communicated personal brand can lead to increased opportunities and enhanced credibility in your industry The book navigates through a step by step process starting with self assessment techniques to identify strengths and values then progresses to practical strategies for building an online presence and creating compelling content Readers will learn advanced techniques for reputation management and adapting their brand as their career evolves By bridging marketing principles with career development Power Branding provides a holistic approach incorporating elements of leadership and strategic communication Throughout the book strategies are supported by real world case studies and research in marketing and psychology With its practical frameworks and accessible tone Power Branding empowers readers to define build and manage their brand effectively The book culminates in a discussion of long term brand management and how to leverage your personal brand to achieve your professional goals *INTERVIEW FAQ's* Bonnie Baabu, 2016-12-10 Interview FAQ's is a functional pocket book designed to support fresh graduates and experienced professionals who are actively attending interviews within today's job market This book tries to lay emphasis on how best to answer interview questions a candidate will or shall face during his or her job search period Interesting topics to read List of 50 or more carefully selected sample behavioral questions How to identify your key competency skills How to match key competencies with job descriptions Resume formats which one to use explore tools to build the same Fresh graduates build outstanding resumes Web links to create online resumes Understanding how Applicant Tracking Systems affect a candidate resume Accepting declining job offers How candidates can better manage non disclosure agreements Non compete clauses This book connects the dots between a candidate's competency with that of the job description and the interviewer's question It further gives links to tools and provides tips to better your interview outcome [Guide To Creating A Resume](#) Mohammed Guedea, 2021-07-23 Your resume is arguably the most valuable piece of paper for your career But this document can be daunting for many Maybe you're not sure how to fit all your information onto one page Maybe you're not sure about the right way to format and write your resume Maybe you don't even know what the heck a resume is Whether you're applying for your first job out of college or updating your resume to prepare for a mid career pivot this book offers a proven framework for building your most impactful resume yet Drawing on principles from graphic design marketing and psychology the author reveals practical strategies that will teach you exactly how to craft a resume that will cut through the clutter and land you more interviews **The New Guide to Writing a Perfect Resume** Greg Faherty Cprw, 2016-01-06 In order to succeed in today's highly competitive job market you need a resume that stands out Now using the strategies and techniques in this

book you can craft your own resume like a pro Greg Faherty a Certified Professional Resume Writer with more than 15 years of experience writing resumes and cover letters for clients around the world guides readers step by step through the process of building exceptional resumes and cover letters With the inside tips and lessons this book provides you ll have an immediate edge over other job seekers and you ll be able to create an action packed keyword rich resume design a resume specifically for electronic submissions avoid common pitfalls of resume writer include the information recruiters and human resource reps want to read and format a resume for best results no matter what your work history is You ll also be able to write compelling cover letters to match your resume In addition you ll find valuable information about special resume formats thank you letters Linkedin profiles and other job search documents Plus the book includes coupon codes for free downloads and discounts

The Tech Writer's Survival Guide Janet Van Wicklen,2009 Presents a comprehensive guide that includes advice on writing editing and researching plus a glossary and solutions to common problems encountered on the job

The Job Tree: Winning Your Next Job Lee Smith,2021-02-24 Winning a new job can be a challenge Jobs are changing worldwide Technological change globalization and economic disruptions like recessions all have an impact Workforces are becoming increasingly mobile with frequent job changes This book will help you develop the skills and documents for successful job hunting It provides expert advice resources and support It also helps you develop your resum social media bio and interview skills The book contains step by step guidance and tips on how to handle the complex field of job searching The Job Tree will help you win your next job

Building the Looking-Glass Resume Larry Goldsmith,2014-01-10 Building the Looking Glass R sum is a r sum solutions book that shows you how to create the reflection of your job skills that can help you win the prized invitation to a job interview The book features the Jaazle R sum Template and Tutorial to guide you through the r sum building process so you can quickly and confidently create a professional looking r sum with powerful contents Building the Looking Glass R sum is for all job seekers from entry level to senior executives or those in career transition The book includes solutions to the most difficult r sum concerns questions and technical issues

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