

# 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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Cell: +1 - 2543-123-456 789  
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 Suoem 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

**S Ben Porath**



## **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      **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      **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 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      CareerJournal.com Resume Guide

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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

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this revised edition of *The Anthropology Graduate's Guide* Carol Ellick and Joe Watkins present a set of practical steps that guides the reader through the transition from student to professional covering a wide range of career options for which an anthropology degree is applicable It includes an overview of anthropology as a discipline professional qualifications and key skills an outline of key jobs and future careers and guidance on job application materials and interviews as well as discussions of professional communication styles and the importance of belonging to professional organizations New to this edition are updates to technology recommendations portfolio building Skype and Zoom interviews social media etc tips for formatting r sum s discussions of navigating harassment and inappropriate behavior discussions of diversity social justice and inclusion and updated statistics on finding jobs in and out of academia Ultimately the stories scenarios and activities presented in this book will show a reader how to use knowledge skills and abilities learned in the classroom in a career setting

*Ultimate Small Business Marketing Guide* James Stephenson,2007-01-01 The second edition of this comprehensive guide introduces new marketing advertising sales and public relations techniques to the 1 500 proven ideas from the first edition It adds dozens of new high tech strategies required to stay one step ahead in today s highly competitive global marketplace Off and online resources have been updated and new ones including blogs and new websites have been added

**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

*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

*The Complete Idiot's Guide to the Perfect Resume* Susan Ireland, 2002-12 Includes tips on writing an effective resume creating an accurate yet impressive job statement networking using software programs and other resume technologies and making the most of your experience

*How to Write a Resume* Inklyo, 2016-07-13 Write the perfect resume to get the job you want In today's competitive job market your resume needs to stand out As the rules of modern resume writing are rapidly changing knowing what to include in your resume to catch a potential employer's eye is difficult Should you include a picture An objective statement References How exactly do you format a resume to make an impact The writers at Inklyo.com have answered all of these questions and more in this comprehensive guide to resume writing

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web jun 8 2019 figure 1 motor control module note do not ground the mcm this can result in false codes being logged the motor control module mcm incorporates a heat exchanger which uses fuel to cool the mcm the top plate of the heat exchanger incorporates the inlet and outlet fitting for fuel supply entering and exiting the heat

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