

## Resume Booklet – Video 4

How to Write a Resume That Will Get you Hired?

**Before the video**, List 3 things you know already about what you should include on a resume to get you hired.

1.

2.

3.

**After the video**, list the main points from the video that stood out to you.

## Making a resume using myBlueprint

MyBlueprint uses a format with the 11 sections below to organize a resume. Create a rough draft below to help you get started. Once you've added all the information you can think of, share this with someone in your network. Are they able to help generate other information for you to add? If so, add it below.

Remember, you may not have experience in each of the 11 categories. That's okay!

Contact Information

Objective/Goal

Education

Work Experience

Extra-Curricular

Volunteer Experience

Skills and Abilities

Achievements

Certifications

Hobbies and Interests

References