

THE ANATOMY OF A GREAT RESUME

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Your name in big bold text. You want to be memorable, right?

MONICA TIFFANY
PROFESSIONAL TITLE
818-522-8947 | monica.tiffany@gmail.com | San Francisco, CA | LinkedIn.com/monicatiffany

OBJECTIVE
This section should present a quick summary of your experience, training, and highlight relevant skills for the medical role you're seeking. Many hiring managers and recruiters on average only spend a few seconds to review your CV the first time. Your primary aim at this point is to determine whether your application should be considered further. Think of this objective section as a place for a short, concise paragraph that tells them that you're the right fit for the position.

WORK EXPERIENCE
Registered Nurse, North San Francisco Medical Center
San Francisco, CA | 2015-2018 - Present
• Managed the operations of 2000+ nursing staff and various patient relations
• Managed business development and strategic planning of the hospital across the West Coast
• Collaborated with medical staff leaders to coordinate daily hospital activities

Health Services Manager, SAC San Francisco Department of Health
San Francisco, CA | 2012-2015 - 2015-2018
• Add your accomplishments that make the most sense and best highlight your skills
• Write a short paragraph for every job opening because it makes your resume look specific and gets your application noticed
• Double-check the dates, job titles, and names of employers and previous employers

Medical Manager, SAC San Francisco Department of Health
San Francisco, CA | 2010-2012 - 2012-2015
• Carefully read the job description and tailor your resume to highlight how you are the ideal candidate based on matching skills and experience
• Highlighting clinical registration is a must for every medical professional's resume and should include what units you've worked in, such as your license

EDUCATION
Bachelor of Science | University of Illinois School of Medicine | San Francisco, CA | 2008 - 2010
Pre-medical Studies | Sonoma College | San Francisco, CA | 2005 - 2008
Bachelor of Science | University of California, Berkeley | San Francisco, CA | 2005 - 2008

A clear education section where you lay out the relevant training and skills you have for the job

A strong objective section that lays out who you are and why you are perfect for the job

A work experience section in chronological order from the most recent on top to the least recent at the bottom

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Resume Template Tips Tutorial

Susan Shu Chang



Resume Template Tips Tutorial:

Resume Template Tips Tutorial Book Review: Unveiling the Power of Words

In a world driven by information and connectivity, the energy of words has become more evident than ever. They have the capacity to inspire, provoke, and ignite change. Such may be the essence of the book **Resume Template Tips Tutorial**, a literary masterpiece that delves deep into the significance of words and their affect on our lives. Written by a renowned author, this captivating work takes readers on a transformative journey, unraveling the secrets and potential behind every word. In this review, we will explore the book's key themes, examine its writing style, and analyze its overall affect on readers.

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