

The Bad Resume

Introduction

You may have the right qualifications for the the job, but if your resume is poorly written, hiring managers won't give it a second look. Take a look at the following bad resume example, followed by explanations of what's wrong with it, to see if you are making mistakes on your resume.

John Doe
johnliketoparty@email.com

Objective

I want to be succesful and move up in my career to make a lot of money.

Experience

Salesperson, Best Buy, River Grove

- Managed inventory
- Customer service

Education

Leydeb High Shcool

- Class of 2018
- Schiller Park, IL
- GPA 2.2

Hobbies

Skiing, swimming, archery, traveling

References Available Upon Request

Why This is a Bad Resume

Here is a breakdown of what is wrong with the above resume:

Resume Header - The header of this resume does not contain an **address** or **phone number**. In addition, the email address is inappropriate. Use a professional sounding email address!

Objective - There are two problems with this section. First, “successful” is misspelled. Typos are never acceptable in a resume as it shows a lack of attention to detail. Second, this objective is generic, shallow and doesn’t tell the hiring manager what you have to offer to the company. Here is an example of a well-written objective:

To use my experience as a sales manager to earn a marketing job from a major electronics development company.

Experience - This section shouldn’t just simply list your responsibilities at a job. It should highlight your achievements to show that you are a capable employee. For example, instead of saying you “managed inventory,” you could say “I exceeded inventory goals for the past 12 months.”

Education - There are several problems with this section, which include: The actual school should be identified. Check for misspellings. Only list your GPA if it was a 3.0 or above.

Hobbies - Only include if relevant to the position.

References - It is not necessary to write “references available upon request.” The hiring managers know they can ask for references. You are just wasting space by telling them that they can. Instead considering adding a link to a digital portfolio of your coursework.

Take a good look at the above bad resume example and at your resume. Make sure your resume doesn’t have any of these mistakes. In addition to fixing your mistakes, take the time to consider if your resume is the best it can be. Remember, your resume is your ticket to a call for an interview, so it’s worth spending the extra time to perfect it.

Adapted from:
<http://blog.simplyhired.com/jobsearch/interviews/bad-resume-example/>