



Healthcare Student Resume Development

A Presentation by:

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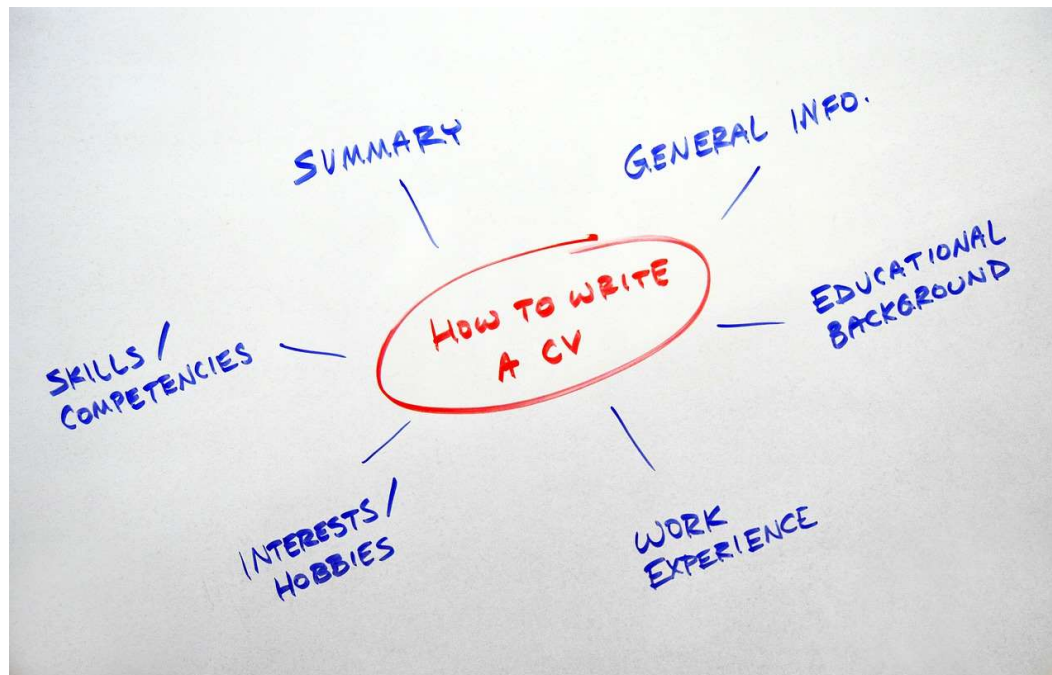
CEO and Chair, Practical Governance Group

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Resumes

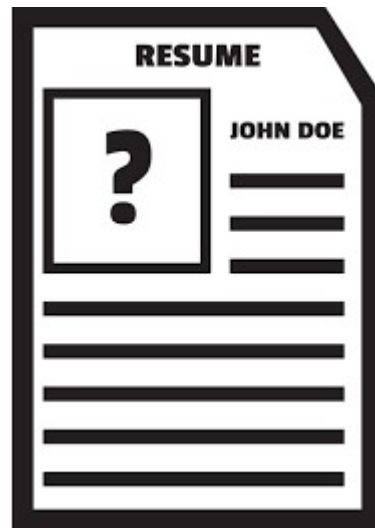
General Principles



Resumes do not get you a job. They are merely facilitation tools to get an interview.



You do not need a perfect resume.



You only need one resume.



Use your cover letter to connect your resume and the job.



The length of the resume depends on
your experience.
1-2 pages for students; up to 5 pages
for senior executives.



A standard resume has 3 parts:

1. Contact information and education
2. Body of resume:
 - 1) Description of employer
 - 2) Responsibilities
 - 3) Accomplishments

3. Concluding Page - Lots of flexibility

- A. Awards
- B. Volunteer leading
- C. Publications (If a few; list. If many; have a separate sheet)
- D. Hobbies and interests
- E. Personal
- F. References - furnished on request

Questions



Contact Information



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