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throughout your resume, rather than confined to one area. While scanning your resume, hiring managers will be looking over each resume section, starting with the top. Because of how people read resumes, you need to make sure they see your skills immediately.

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naturally, they're going to follow up with a variety of questions to learn more about your professional background. The bottom line is: A strong professional resume summary, followed up by other well-written resume sections will get you the interview, but your interview performance is what determines whether you get the job offer!

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Limit the related experience (related to the job you are applying for) you include on your resume to 10 to 15 years, leaving older jobs off your resume entirely. Alternatively, you can include the older jobs in another section of your

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7 Key Leadership Skills: List & Examples.
Offering some initial insight into your leadership abilities is crucial when writing a compelling resume, which

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should list prior leadership experience..
Follow up by explaining why your
leadership and management skills make
you the perfect candidate in your cover
letter.

7 Effective Leadership Skills | Resume Examples & List

In a chronological resume, you will list

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your work history with your most recent job at the top. This is the most widely used format because it shows clearly how you progressed through your career. This method works best if you have at least a few years of consistent employment experience.

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