

## How to Create an Attractive Resume?

*First impressions really count!*

If you want to land that **dream job**, then you have to ensure that your resume is going to stand out. A resume is essentially a piece of advertising copy and you are the product that you are pushing. In order to **impress recruiters** you need a resume that is professional looking and attractive.

*So what are employers looking for?*

There are a couple of key things that you can do to ensure that your resume is going to sell you to your potential employers and land you an interview.

- The length of your resume is a very important aspect to get right.
- Employers and recruiters are very busy people and chances are they are just not interested in wading through pages and pages of information about you.
- Select the most relevant information to include and you will be much more likely to actually have your resume read in completion and put on the interview pile.
- As you are compiling the resume, you should put the most important information on the first page in order to grab their attention and make sure that you wow them with the best that you have to offer.
- When you are trying to **impress employers**, it is essential that the information is laid out in a sequence and order that makes sense.
- The most common sequencing to use is **Chronological**, but there are also **Functional** and **Combination** sequencing that work well too. Find out more about the different resume formats in the article: **“Which Basic Resume Style is Best for You?”**.

The **resume format** comes with a few guidelines too so that it makes a **visual impact** and is easy on the eye.

*Tips for formatting your resume:*

- There should be ample and consistent **white space** around the resume as this makes it easier for the eye to read and makes the resume more attractive.
- The border around the text is generally best set at around **one inch**.
- You should also resist the temptation to go crazy with bedazzling your resume and stick to using **Arial** or **Times New Roman**, as they are easier to read.
- The point size of the script should also be between **10 and 12**. In your resume anything smaller than point size 10 is too difficult to read and anything bigger than 12 will use up too much space and may come across as a little obnoxious.
- The quality of the paper that you use is also an important consideration, by printing your resume on **100 percent** white cotton paper; it will look fresh, crisp and entirely professional.
- Generally it is not a good idea to include personal photographs, as these can come across as unprofessional. If you want to include a photograph, make sure it is one that is a professional shot.

By taking the time to ensure that your resume is attractive and visually appealing it will be a powerful sales product and will vastly increase the chances of landing an all important job interview.

*All of the resumes created by the Certified Writers at Regal Resumes are customized, attractive, and effective. Take a look at some of our resume samples in our resources section.*