

Reader response

[Linguistics](#), [English](#)



12 September Reading Response 02 The two readings on the screening techniques used by hiring managers provided me with a deeper insight on the application process. The articles throw light on some of the practical issues concerning resume writing and screening. Some of the examples mentioned in the articles are hilarious and underscore the importance of professionalism while writing resumes. One thing that took me by surprise was the fact that some hiring managers like Rands, skip the section on education, objective and summary statement and focus more on the professional experience and extracurricular activities of the candidate. For someone like me, who has worked for hours to narrow down on objective and summary statements, it is disappointing to know that my hard work can go unnoticed! Contrary to Rands screening technique, Mulligan in his article mentions that some hiring managers look at the education of the candidate first focusing on their degree, major, graduation date and GPA. Now this, I am willing to live with!

One thing that I found very useful in these readings is the information that a resume should be simple and should provide a glimpse into the most recent years of professional career focusing on the key accomplishments and skills. It should also have a hook – which would leave hiring managers with a question to know more about the candidate. After reading the different perspectives of hiring managers, I feel encouraged because I now know how to write my resume – focusing more on the professional experience, skills and extracurricular activities and less on objective and summary statement – since some managers find it redundant.