

Career Services

College of San Mateo

Successful Résumé Strategies

Remember:

- ~ Identify your job goal at top
- ~ Stick to 1 page
- ~ Match your skills to job goal
- ~ Use numbers and stories to highlight your accomplishments
- ~ No personal (ethnicity, age, marital) info
- ~ Check spelling and grammar

Come visit CSM Career Services for more information regarding:

- ~ Career counseling appointments
- ~ Career assessment course (CRER 126)
- ~ Job search course (CRER 127)
- ~ Career fairs and events
- ~ WIN internship program

Student employment is everyone's job!



Career Services Center
Building 1, Room 213
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