

THE **TOP 10** SHOCKING RESUME FACTS



DID YOU KNOW...

- the average time a recruiter spends looking at your resume?
- that your resume can be rejected simply based on your email address?

Ever wonder how many people are selected for an interview out of the hundreds of people who apply? Find out the answers to these questions and discover several other shocking resume facts by reading below!

FACT 1: 7.4 seconds is the average time a recruiter spends looking at your resume.

- www.hrdiver.com

How can you keep their attention? Have an easy to read resume with appropriate font styles, sizes and subtle colors.

FACT 2: 50% of resumes received by hiring managers are from unqualified candidates.

- www.careerbuilder.com

How can you explain that you're qualified? State your years of experience, relevant skills and competencies and make sure your job descriptions include measurable accomplishments and show the impact you've had versus only listed what you're "responsible for".

FACT 3: Over 75 resumes are received for every one job that is posted.

- www.careerbuilder.com

How can you make your resume stand out from the crowd? Focus less on design and aesthetics such as fancy templates and more on making sure the content of your resume is enriched with keywords and shows your qualifications and value.

FACT 4: 98% of job-seekers are eliminated during the resume screening process. Only 2% make it to the interview.

- www.careers.workopolis.com

How can you increase your chances of getting a callback? Target your resume to the positions you'll be applying to and begin your resume with a powerful branding statement that states what you specialize. Also, craft an irresistible qualifications summary that gives a solid overview of your skills and demonstrated success performing the related tasks.

FACT 5: 76% of resumes are rejected for an unprofessional email address.

– www.business2community.com

How can you make your email address professional? Simply use your first and last name. If you're using a yahoo email address, it's time to upgrade!

FACT 6: 61%-76% of hiring managers will reject a candidate who has typos on their resume.

– www.blog.careerbeacon.com

How can you be sure your resume doesn't have typos? Send it to two other people to proofread after reviewing it yourself. You can also hire a proofreader and read it backwards.

FACT 7: 75% of resumes are eliminated by the Applicant Tracking System.

– www.business2community.com

How can you get past the ATS? Make sure your resume is enriched with keywords related to the job description as well as your industry.

FACT 8: Over 40% of recruiters will reject a resume based on design.

– <https://theundercoverrecruiter.com/the-top-resume-mistakes-that-could-cost-you-the-job>

How can you make sure you're not turning them off? Make sure the document reads left to right and is easy to read, understand and/or skim. Also, stay away from flashy, busy templates and bright colors that take away from the content of the document and your qualifications.

FACT 9: 50% of resumes are denied if they contain cliché phrases and overused buzzwords.

– <https://theundercoverrecruiter.com/the-top-resume-mistakes-that-could-cost-you-the-job>

What phrases and buzzwords should you stay away from? Hard-worker, driven, team-player, professional, dedicated, etc. Stay away from using these terms and instead use keywords and industry specific phrases that are related to the positions you'll be applying to.

FACT 10: 62% of hiring managers say they've caught applicants lying or embellishing responsibilities on their resume.

– <https://money.com/how-many-people-lie-resumes>

How can you keep them from uncovering your lies? Easy – DON'T LIE! Be honest about your employment history, what your responsibilities are and what you have experience doing. Also, be careful of listing skills that you are not 100% a master of. For example, listing MS Excel when you haven't used the program in years!



NEED HELP WITH YOUR RESUME?

Send an email to hello@thompsonresumes.com for assistance.

We hope this was helpful!

