



RESUMÉ REVIEW

Name: Jeanne Blanc **Filename:** JBlancCV2020.doc

English Grammar & Vocabulary	COMMENTS
Punctuation	Missing a possessive apostrophe in “6 month’s internships” in the Languages and IT Skills section.
Prepositions	Incorrect use of prepositions six times across your resumé.
Verbs/Tenses	In all job descriptions, you incorrectly use the noun form of verbs. Instead, use the past tense.
Vocabulary	Incorrect use of the word “definition.” The word “prepared” is the correct word for the phrase: “defined marketing plans.”
Titles	Incorrect capitalization of job titles, as well as incorrect word order for job titles. For example, it’s “Sales Assistant” not “Sales person assistant.”
Typographical Errors	No issues.

Content	COMMENTS
Sentence Clarity	Very vague sentences across all five job experiences. For example: “Investment targets analysis” doesn’t convey what investment targets you analyzed, for whom and why, and how well it was received.
Selling Points	You can better sell your experience by adding more specific information. For example, how many investment targets did you analyze? Was it local or worldwide?
Volume & Scope	Need to include quantifiers for your bullet points on sales, margins, and profit.

Layout	COMMENTS
Layout & Appearance	Excellent.
Structure	Clear, readable and well-suited for a student resumé.
Graphics	Well-balanced and complement the information presented in the resumé.

Section Summary	RECOMMENDATIONS
English Grammar	Requires significant improvement.
Content	Requires significant improvement.
Layout & Appearance	Job ready!
Overall	Requires significant improvement.



LEGEND

- **Job Ready!**
Congratulations, all elements are first-rate! No corrections required.
- **Needs Improvement**
There are some refinements and corrections required to get your document to job ready!
- **Requires Significant Improvement**
Your document needs to be substantially reworked to get it to job ready!

NEXT STEPS

We recommend the following services to address the issues that we identified in your resumé:

- **Grammar Check Your Resumé**
<https://www.geoword.io/products/proof-read-resume-cv-cover-letter>

GeoWord will check and correct: spelling and grammar, verb tense and prepositional phrases, business terms and colloquial word usage as well as basic sentence structure.
- **Create New Resumé**
<https://www.geoword.io/products/build-resume-cover-letter>

GeoWord will re-create your resumé from the ground up in perfect English, free of grammatical errors and expertly constructed to make sure you stand apart from your competition.