

# **HOW TO MAKE A GREAT RESUME**

**Kathryn Wedderburn**

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Also, your experience section bullet points should go near the top of your resume, just under your heading statement. Choose verbs that describe your responsibilities and then make sure to begin the descriptions of your duties with these verbs. When formatting your text you should choose a font in 10 or 12 point, print in solid black ink and use Arial or Times New Roman.

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