

Every Resume Needs a Great Cover Letter

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Create a terrific resume that lists your work experience and special talents, education and training. Then put it together with a resume cover letters that will bring the personal touch to your application for a new job. Greet the potential employer and then focus on writing a couple of paragraphs that show your personal side. Read a few cover letter examples online so you'll know what hiring managers are looking for. Keep in mind that dry, lifeless letters get tossed in the trash. But a resume cover letter that is personable and professional in tone wins favor.

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