

Resume Tools

Resume How-Tos:

[Free Resume Writing Tutorial \(https://edu.gcfglobal.org/en/resumewriting/\)](https://edu.gcfglobal.org/en/resumewriting/) - GCFLearnfree.org
A step-by-step guide and video tutorial for writing an effective resume.

[Job Center of Wisconsin Virtual Workshop Recordings \(https://dwd.wisconsin.gov/det/workshops/recordings.htm\)](https://dwd.wisconsin.gov/det/workshops/recordings.htm) - Wisconsin Department of Workforce Development

Recorded workshops on a variety of job seeker needs: resume writing, interviewing, job search strategies, and other topics.

Resume Builders:

[GotResumeBuilder \(https://www.gotresumebuilder.com/\)](https://www.gotresumebuilder.com/) [Email + password creation required]
Straightforward - fill in the blank resume builder. GotResumeBuilder takes care of the formatting. Users can download in multiple formats: .pdf, .docx, text file, and .odt format.

[Job Center of Wisconsin \(https://jobcenterofwisconsin.com/\)](https://jobcenterofwisconsin.com/) [Registration required]
Access tools including a resume builder, job search, and labor market information.

Templates & Worksheet:

[Microsoft Office: Resume and Cover Letters \(https://templates.office.com/en-us/resumes-and-cover-letters\)](https://templates.office.com/en-us/resumes-and-cover-letters) - Microsoft Office

Scroll down for free, downloadable templates.

[Resume Worksheet \(https://dwd.wisconsin.gov/dwd/publications/dwsj/pdf/detj_6024_p.pdf\)](https://dwd.wisconsin.gov/dwd/publications/dwsj/pdf/detj_6024_p.pdf)

-Wisconsin Department of Workforce Development

Use this worksheet to start writing resumes. It contains all the components to a resume, but without the formatting.