

9 QUESTIONS EVERY JOBSEEKER SHOULD ASK BEFORE CHOOSING A PROFESSIONAL RÉSUMÉ WRITER

How do you find a qualified résumé writer? Not everyone who claims to be a résumé writer has the skills to get their clients interviews so choose carefully. Essentially, there are **9 questions every jobseeker should ask** before choosing a professional resume writer. Applicants should spend the time to interview at least three writers and ask the following questions:

1. **What kind of experience do you have with my occupation?** Just as doctors specialise in various parts of the body, there are résumé writers who specialise in particular careers. Some only handle federal job searches, while others may only work with IT or broadcasting clients. Knowledge of your occupation and its challenges is a huge plus.
2. **Are you a member of any professional organisations?** Dedicated professionals join industry associations such as Career Directors International or the Professional Association of Résumé Writers and Career Coaches. If you ever have a complaint, you have an added resource that will help resolve your issue.
3. **Do you have any credentials or certifications?** Some writers will say they don't matter, but wouldn't you rather have someone working with you that has taken the time to learn all they can about their own career, and has taken a test to prove their skills?
4. **Have you won any awards for your work?** An accolade such as a TORI or Best Résumé Award means your writer has been recognised by their peers as one of the best in the industry.
5. **Do you have samples I can look at?** This will give you an idea of the style your writer uses. Most samples are posted on the writer's website. Do the documents grab your attention?
6. **What is the procedure?** This is where many writers differ. Some send questionnaires; others prefer to ask you questions in a particular order either over the phone, or in person. Turn around time varies from 2 days to 3 weeks or more depending on how busy your writer is and how complex your situation is. Expect rush jobs to always cost more.
7. **Do you accept major credit cards?** This is a good clue that you're dealing with a professional.
8. **What if I'm not happy with your work?** Most writers will not refund money, but they should do everything possible to make sure you are satisfied. Keep in mind that the final judge is whether or not you're getting any response from your document, which usually takes 3-8 weeks. If you're getting call-backs, then your writer has served you well.
9. **How much do you charge?** Expect to pay between \$250 and \$1200 depending on how many years of experience you have, income level, and add-ons that include, cover letters, interview coaching, and follow-up thank you notes. If you're looking for a \$75 résumé, you are gambling that a minimum wage employee with little experience will make you look good on paper. Choose your writer by value, not price. You really do get what you pay for.