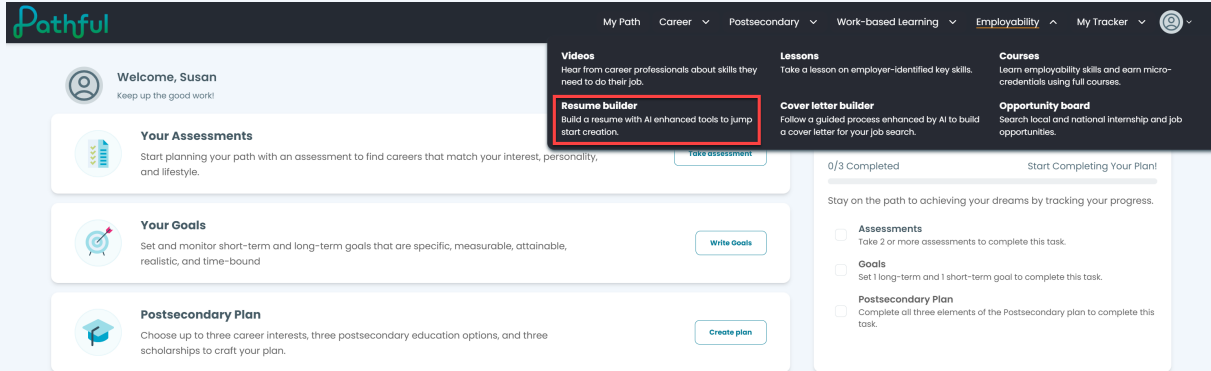


Edit an Existing Resume

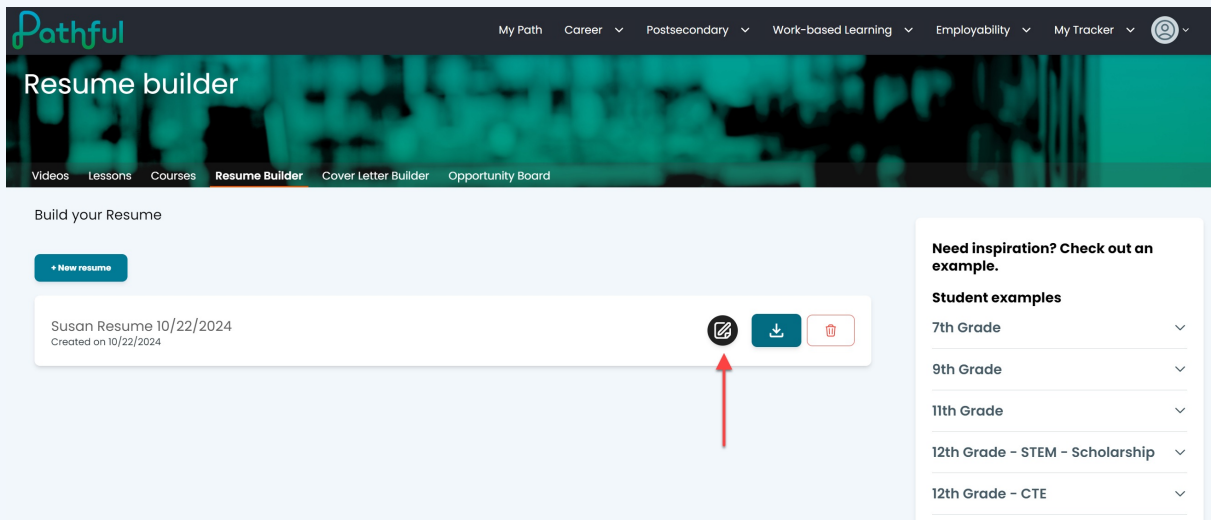
Last Modified on 10/22/2024 11:55 am EDT

1. From the **Employability** drop-down menu, select **Resume builder**.



The screenshot shows the Pathful dashboard with a dark navigation bar. The 'Employability' menu is open, and the 'Resume builder' option is highlighted with a red box. The dashboard includes sections for 'Welcome, Susan', 'Your Assessments', 'Your Goals', 'Postsecondary Plan', 'Videos', 'Lessons', 'Courses', and 'Opportunity board'.

2. Select the edit icon next to your resume.



The screenshot shows the 'Resume builder' interface. A list of resumes is displayed, with the first one being 'Susan Resume 10/22/2024'. The edit icon (a pencil) is highlighted with a red arrow. The interface includes a '+ New resume' button, a navigation bar with 'Resume Builder' selected, and a 'Need inspiration? Check out an example.' section with a list of student examples.

3. Edit as needed.
4. Select **Save and Close** when you are done.

Resume builder

Videos Lessons Courses **Resume Builder** Cover Letter Builder Opportunity Board

Build your Resume

A well-done resume will successfully communicate your education, experience, and skill-sets to potential employers. Use the Resume Builder to create your resume.

Back

Save and Close

General Information

Resume Title:

Susan Resume 10/22/2024

First Name: Last Name: Middle Name:

Address 1: Address 2:

City: State: Zip:

Home Phone: Cell Phone: Email:

Objective

Need inspiration? Check out an example.

Student examples

- 7th Grade
- 9th Grade
- 11th Grade
- 12th Grade - STEM - Scholarship
- 12th Grade - CTE

Adult examples

- Vocational Rehabilitation
- General Workforce with Military Experience
- 2-year Degree
- College Student - Internship
- College Graduate

