John Smith

English 402

Brief Justification for Resume Format

September 20, 2012

After reading about the two different formatting choices for resumes, I’ve decided to use the functional format. Though I’ve only been taught how to construct a chronological resume, the functional resume makes more sense. I’ve been in school for the last four years and so most of my experience comes from my courses. For example in my public history class we had to conduct historical research, develop an interpretation of our findings, and learn how to package these findings for a public audience. Since I am applying for an entry-level position in a public museum, my school work would be more relevant than my current job as a resident advisor in the dorm. If there is room at the end of the resume, I might still add my RA experience if I can figure out a way to make it seem relevant.