



AI TUTOR SPARK

Online Education Platform

SERVICE DETAILS

Resume Preparation

A clear, ATS-friendly resume that shows your projects and skills at their best.

CALL / WHATSAPP

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HOURS

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OVERVIEW

About Resume Preparation

Recruiters often spend only a few seconds on a first look at a resume, and many companies use Applicant Tracking Systems (ATS) that scan resumes for keywords before a person ever reads them.

We work with you to build a one-page resume that is easy to scan, uses the right keywords for your target role, and describes your projects, internships, and achievements in strong, specific language.

WHO IT'S FOR

- Students applying for internships and campus placements
- Freshers and early-career professionals applying for jobs
- Anyone whose resume is not getting interview calls

WHAT'S COVERED

In detail

01 Review of your current resume

A line-by-line review showing what works, what is missing, and what is weakening your profile.

02 Structure and layout

A clean, single-column, ATS-friendly format with clear headings: contact details, summary, education, skills, projects, experience, and achievements.

03 Projects and experience

Rewriting each entry with action verbs and results, for example 'Built a solar load calculator in MATLAB that cut sizing time by 50%'.

04 Keywords for your role

Matching your skills section and descriptions to the job descriptions you are targeting.

05 LinkedIn profile

Tips to align your LinkedIn headline, About section, and skills with your resume.

HOW IT WORKS

Step by step

- 1 Share your current resume (or your details, if you are starting fresh)
- 2 Discuss your target roles and companies
- 3 Receive a first draft with suggested wording
- 4 Review together and make revisions
- 5 Receive the final resume as PDF and editable Word files

WHAT YOU GET

- A polished one-page resume in PDF and Word formats
- Stronger descriptions of your projects and internships
- A resume that passes ATS keyword scans
- Guidance to keep it updated as you gain experience

QUESTIONS

Good to know

Do I need an existing resume?

No. We can build one from scratch using your details.

Can you make versions for different roles?

Yes. Ask us about tailoring your resume for more than one type of role.

Interested? Message us on WhatsApp or call **+91 93377 22146** to discuss your needs, fees, and schedule. Email: amaresh.nist@gmail.com · Mon – Sat, 6:30 PM – 9:30 PM.