

Résumé Writing Contest

SENIORS

*The Sky's
the Limit*

CTE ~ Career Expo Résumé Writing Contest for Seniors

\$1,000 in Scholarships Awarded

- ❖ 1st Place ~ \$500
- ❖ 2nd Place ~ \$250
- ❖ 3rd Place ~ \$125 (two awarded)

Judging Standards:

1. Overall Readability
2. Presentation of Format
3. Content

Deadline

Friday,

September

15th

Submit Résumé to:

ResumeContest@CTECareerExpo.org

Winner Announced at Expo

Résumé Writers Council of Arizona



MARICOPA
COMMUNITY
COLLEGES®



West-MEC

For more information on how you can participate, visit:

www.CTECareerExpo.org

What you need to know

Additional Information for Résumé Writing Contest participants:

A. Participant Rules & Qualifications

1. Applicants must be currently enrolled high school seniors.
2. Current GPA of 2.5 or higher.
3. Senior must be planning to attend a post-secondary school and/or training program.
4. Applicant must specify the job or industry their résumé is targeting in their final submission.

B. Contest Timeline

1. Submissions will be taken from Monday, August 21 until midnight, September 15, via email.
2. Winners will be selected prior to the CTE Career Expo and announced at the expo.

C. Judging Guidelines

Judging Process

1. Documents will be submitted via email in either a PDF or Word for Windows format.
2. Multiple judges will evaluate the résumé based upon a standard evaluation form.
3. Each judge will select five finalists. From the list of finalists, the four winners will be selected.
4. Judging will be based on a point evaluation system.
5. First, second and two third place winners will be awarded.
 - First Place: \$500 scholarship made out to student and the school and/or training program of their choice.
 - Second Place: \$250 scholarship made out to student and the school and/or training program of their choice.
 - Third Place: \$125 (two awarded) scholarship made out to student and the school and/or training program of their choice.
6. Winners will be announced at the CTE Career Expo on Saturday, September 30.

D. Judging Standards

Overall readability

1. Is the reader's interest captured?
2. Are word choices sound and sentences easy to follow?

Presentation of format

1. What does the document look like?
2. Is the format a current format (or a format used 10-20 years ago)?
3. What has the applicant done to draw attention to important information?

Content

1. Are ALL elements of résumé relevant?
2. Does the document meet résumé standards? (Example, are pronouns used?)
3. Is the résumé an effective marketing tool?
4. Does the writer understand what the reader is looking for and is it provided?
5. Does the document sell the applicant by understanding the needs of the potential employer?
6. Are the skills touted important to the position sought?
7. Is the knowledge shown also relevant?

E. Disqualifying Factors

1. Spelling errors and typos will automatically disqualify applicants.
2. Professionally prepared, résumés will automatically be disqualified (based on the expertise of the judges, if a résumé is considered professionally prepared judges reserve the right to disqualify the résumé).