Resume Rubric

1. Resume has the 5 components needed. \_\_\_\_\_\_\_ (15 pts.)
2. Resume is in proper format.\_\_\_\_\_\_\_\_ (15 pts.)
3. Correct grammar usage.\_\_\_\_\_\_\_\_\_\_ (10 pts.)
4. Appropriate content.\_\_\_\_\_\_\_\_\_\_ (15 pts.)
5. Appropriate font, text, and size.\_\_\_\_\_\_\_\_ (15 pts.)
6. Information in correct order. \_\_\_\_\_\_\_\_ (15 pts.)
7. Length of resume does not exceed two pages. \_\_\_\_\_\_\_ (15 pts.)