



Resume Profile Statements

A profile statement should talk about your current status (i.e. graduate or professional), as well as any passions or extensive experience you might have. *It can be written in a paragraph or bulleted list.*

This depends on how long it is and which style fits your resume format the best.

Your profile statement is a chance to illuminate the common thread that ties all of your job, education, and volunteering experience together, and to discuss any passions and expertise that you gained along the way.

Consider these questions:

- What is your goal with revising your resume?
- Are you looking for a certain job or internship?
- What are you passionate about?
- What do you have extensive experience with?
- What are your notable skills?

Objective vs. Profile Statement:

- Profile statements are more suitable for a college graduate/professional, or someone with the intentions of finding a career.
- An objective section is more for a person who is brand new to the workforce or has certain intent with finding a job (e.g. looking for a job to help support a student through school).

Ideas for phrasing:

- Extensive experience in/Nearly 5 years of experience in...
- Passionate about/Interested in/Dedicated to...
- Comfortable working with/Enthusiastic about working with...
- MBA candidate with experience in/MACP candidate with a specialization in...

Skills & Qualities:

- Interpersonal skills
- Communication
- Customer service
- Hospitality
- Administration
- Editing
- Facilitating workshops
- Problem solver
- Solution driven

Specializations & Passions:

- Psychology
- Sustainable business
- Volunteering
- Education
- Writing
- MBA/MACP/M.Ed
- Environmental studies
- Marketing
- Working with kids

Sample Profile Statements:

Bulleted Example

- Nearly 5 years of experience in hospitality with a passion for sustainable business practices
- MBA candidate with extensive experience in marketing and administration
- Extensive experience working with people and providing excellent customer service

Paragraph Example

Critical thinker with a passion for personal growth through writing and psychology. Passionate writer who has extensive experience with editing. 3 years of experience in education with excellent collaboration and communication skills.

See "125 Sample Summary/Profile Statements" resource for more examples