



One Page Resume Template Using PowerPoint



Why a Resume in PowerPoint?

The screenshot shows a PowerPoint presentation in Microsoft PowerPoint 2016. The title bar at the top reads 'File Home Insert Design Transitions Animations Slide Show Review View Help Poll Everywhere Tell me what you want to do'. The ribbon includes tabs for File, Home, Insert, Design, Transitions, Animations, Slide Show, Review, View, Help, Poll Everywhere, and a search bar. The main slide area displays a presentation titled 'Parts of the Resume Explained'. The slide content includes a resume for 'MARY MICHAEL' with sections for 'Executive Summary', 'Summary of Skills', 'Experience', and 'Education'. To the right of the resume, there are several callout boxes with tips: 'Your Name - Make it Stand out, Be confident about the skills you share. Choose your favorite color and make it your own. You can change the image too.', 'Your Tag Line - Can you summarize how you serve others in one line or less?', 'Put your contact information here - If you have a website portfolio this is a good place, if you have a LinkedIn Profile, this could be another option.', 'Executive Summary - This is where you summarize your skills in several sentences that clearly tells the employer how you will serve and impact the greater organization.', 'Summary of Skills - Think of splitting out your skills and experience in 3 buckets then list in one to 3 words the skills. Also this is a great place to put the platforms you have experience with using or a level of knowledge worth noting.', 'Experience - If you can put all your experience in one page, that is great. If you need two pages that is ok too. Remember to lead with results. Did you save money? Did you make a process? Did you make an impact?'. Below the resume, there is a box titled 'Other Helpful Tips:' with bullet points: 'Look at other profiles on LinkedIn of individuals who would like a similar role', 'Look at the job description to pull out keywords', and 'Never be afraid to ask others in your industry to give you feedback on your resume'. The slide number '4' is visible in the bottom left corner. The status bar at the bottom shows 'Slide 3 of 6', 'English (United States)', and icons for Notes and Comments.

File Home Insert Design Transitions Animations Slide Show Review View Help Poll Everywhere Tell me what you want to do

Clipboard Slides Font Paragraph Drawing Editing

2 Examples of Header Images

3 Parts of the Resume Explained

4 Examples of Header Images

Slide 3 of 6 English (United States)

Why PowerPoint For A Resume:

- We use it all day to explain business concepts
- Easy to present on big screen when in an interview
- Easy to move text and shapes and pictures around on the document
- As a best practice, PPT is easy to save in PDF and HR platforms can still read your resume

Parts of the Resume Explained

MARY MICHAEL

Leading By Transforming Lives & Motivating Others

555-555-5555

www.innovateology.com

mary@innovateology.com

Executive Summary

Leading a positive change in healthcare through transformation of personalized customer engagement.
A driving force in the simplification and evolution culture to implement a customer-centric digital strategy to escalate the speed to US & global markets. Developing partnerships with cross-functional leaders through the implementation of a new omni-channel customer experience model that uses "big data" and analytics to fuel strategic guidance for value-based innovative approaches (crawl-walk-run) to drive customer engagement optimization and increase in ROI.

Summary of Skills

Date-Driven Insights

Non-Personal Promotional Campaigns
Leveraging Third-Party & Big Data
New Capabilities Assessment & Roadmap
Email & Campaign Optimization SME

Global Project Leadership

Strategic Roadmap Development
Cross Market Project Launch
Worldwide Platform Design
Planning and Prioritization

Technology Experience

Adobe Site Catalyst, Google Analytics
Adobe Campaign, Marketo, Salesforce
Tableau Dashboards, ThoughtSpot
Veeva iRep, Aktana, ZS Suggestions

Experience

Dream Corp., VP of Strategy & Innovation (2018 - Present) – Inclouds, NY

- \$2M in revenue generated in Q1 sales, directly tied to strategic multi-channel marketing knowledge of utilizing audience data to create actionable insights and engagement through email and audience level data.
- Optimized therapeutic and brand specific consulting for actionable engagement with advanced strategies that included email and data integration into existing client platform, web analytic tools, marketing automation platforms, campaign management platforms and suggestion engines (machine learning or AI).

Really Big Company, Product Lead for Capability X (2014 - 2017) – Letigo, CA

- Partnered across multiple brands, external vendors and other key stakeholders to develop and deploy integrated multi-channel campaigns to serve customers with relevant communication. Responsible for strategy of the development, deployment and optimization of integrated customer engagement journeys to healthcare professionals and patients using automation capabilities.
- 40% efficiency gained through measurement and continual improvement on optimization of the marketing platform and machine learning capability and improvement of promotional effectiveness across relevant customer segments by partnering with business intelligence and analytics and establishment of KPIs metrics to benchmark.

Global Company, Account and Event Manager (2012 - 2014) – Yahoo, OR

- Developed and implemented the partner marketing strategy for the Wacky Widgets product release that included hardware companies, implementation companies and training companies.
- Event management skills to singlehandedly plan, create, and manage multiple multi-day and single-day events in different world locations with over 50 attendees each to bring business partners together to network and make business deals.

Education

Dreaming University: Bachelor of Arts in Business Administration – Marketing
Yestler University: MBA – Analytics in French

Your Name – Make it Stand out, Be confident about the skills you share. Choose your favorite color and make it your own. You can change the image too.

Your Tag Line – Can you summarize how you serve others in one line or less?

Put your contact information here ... if you have a website portfolio this is a good place, if you have a LinkedIn Profile, this could be another option.

Executive Summary - This is where you summarize your skills in several sentences that clearly tells the employer how you will serve and impact the greater organization.

Summary of Skills - Think of splitting out your skills and experience in 3 buckets then list in one to 3 words the skills. Also this is a great place to put the platforms you have experience with using or a level of knowledge worth noting.

Experience – If you can put all your experience in one page, that is great. IF you need two pages that is ok too. Remember to lead with results. Did you save money? Did you make a process? Did you make an impact?

Education – List any degrees or certificates you may have obtained. Or maybe you passed a language course?

Other Helpful Tips:

- Look at other profiles on LinkedIn of individuals who would like a similar role
- Look at the job description to pull out keywords
- Never be afraid to ask others in your industry to give you feedback on your resume

innovate
Your Life

WITH MARY MICHAEL

Examples of Header Images

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Tips for Choosing a FREE Header Image:

- My two favorite websites:
 - <https://pixabay.com/>
 - <https://www.pexels.com/>
- Choose an action image of what you do, for instance for me, I impact customers through digital technology... so I chose a female with a computer.