



# Emily Harris

Professional freelance resume writer with a background in career coaching and recruitment. Expert in crafting ATS-friendly resumes and cover letters tailored to specific industries and roles.

## PROFESSIONAL EXPERIENCE

- Freelance Resume Writer, Self-Employed, Remote**  
March 2017 – Present
  - Developed over 500 customized resumes and cover letters, resulting in a 90% interview callback rate for clients
  - Researched industry trends and integrated keywords into resumes, improving ATS compatibility by 30%
  - Conduct one-on-one consultations with clients to highlight career achievements and identify transferable skills
- Career Coach, NextStep Consulting, Chicago, IL**  
January 2015 – February 2017
  - Assisted over 200 clients in developing job search strategies and crafting professional resumes and cover letters
  - Facilitated workshops on interview preparation and personal branding, increasing client job placement rates by 25%

## CONTACT

- (123) 456-7890
- email@example.com
- LinkedIn
- City, State 12345

## EDUCATION

Bachelor of Arts in Psychology  
Northwestern University  
June 2014

## KEY SKILLS

- Career coaching
- Resume formatting
- Keyword optimization
- Writing and editing