

Top 5

RESUME

TIPS



the  
**BEAN COUNTER**  
with Andrew Argue

# #1 ADD A TAGLINE

A recruiter may literally be looking at hundreds of resumes during the heavy recruiting period, how will yours stand out? Here's a little trick that I developed back in the day. Enter: the tagline.

**Katie Richards**

*Empowered by education. Driven by excellence.*

It's a brief way to define yourself, and stand out. The recruiter always notices it as it's right under your name and even if it's cheesy, they'll love it! 1

Think about what's unique to you and add it below your name. Email me at [andrew@thebeancounter.org](mailto:andrew@thebeancounter.org) to tell me what tagline you choose!

# #2 LET'S TALK GPA

Contrary to what you may think, your GPA is not the most important part of your resume. I had a 3.2 GPA and got hired with a firm that had a mandatory 3.4 or higher requirement. There are ways around it.

That being said, we need to be strategic. **Typically, the recruiter wants to see both your overall GPA and accounting GPA. However, if one (or both) is below a 3.4, only include the highest GPA.**

However, if both GPAs are below a 3.2, and you are applying online, don't put any GPA on your resume. Hopefully you'll get an email back, and can start a conversation and explain the reasons behind your low GPA.

# #3 ALWAYS CONSIDER CPA

Anytime someone asks me to review their resume, I always have them include a portion on the CPA - even if they haven't yet tackled the beast. |

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For Example: |

**Plan to complete all four sections of the CPA exam by August 20XX.**

This shows:

- 1) You know how many sections there are (you're informed)
- 2) You have a set date to pass the exam (you're organized)
- 3) You want the CPA license (you're a strong candidate for their firm)

I usually add it to the Skills & Certifications section or place it at the bottom |

# #4 PRIORITIZE

Everyone who is submitting a resume to these recruiters has gone to University - it's not a selling point. What else have you done beside school that makes you stand out? Do you have great work experience? Community service? Leadership experience?

## EDUCATION SHOULD NEVER BE FIRST

Choose from top to bottom the things that you are most proud of and can speak the most about. I don't care what it is in particular, just make sure it's something unique to you. If you don't have anything to stand out from a crowd, get cracking TODAY.

The resume is something you build based on experiences you choose, it doesn't just happen to you. If you're weak in a certain area, begin a plan to beef it up.

# #5 SENTENCES, NOT BULLETS

When you're describing a job, leadership experience, or community service, don't use bullet points. Write a sentence. Do it.

## BULLET POINTS CLUTTER THE PAGE

The only exception for bullets is when you are listing skills and certifications.

**For 5 resume samples, check out The Bean Counter course! These are the best resumes I've ever seen for accounting, and I've crafted the templates just for you!**

# Thank You!

I want to take a moment to thank you for downloading this eBook. I have worked hard at The Bean Counter to put together information that is helpful and relevant to you.

If you have any questions so that I can better help you obtain your goals, please don't hesitate to reach out to me at [andrew@thebeancounter.org](mailto:andrew@thebeancounter.org).

You can also follow me on twitter @andrewargue.

Thank you!

Andrew Argue &  
The Bean Counter Team