

You or someone you know may have expressed a need for career transition. ROYAL Resume Services is the right place...This document will address some common questions to getting started on the path to career and job search success, and how ROYAL Resume can help!

QUESTION: What is ROYAL Resume Services?

ANSWER: A provider of all professional documentation required for any job, business, or academic application process. Tailoring resumes, cover letters, social network profiles, document editing, and small business packages to meet your employment, candidacy, or business needs.

QUESTION: I can't afford to invest in professional service right now, what are my options?

ANSWER: This is an investment in your future, consider how much you're losing in missed wages every month you are out of work or underemployed? When a ONE TIME investment will help you...

- Increase your income
- Regain your rightful salary
- Do what you love and are qualified to do!

Also, keep in mind that ROYAL Resume has a heart and is willing to make reasonable payment arrangements with clients that are in need. So put yourself in the game!

QUESTION: Why can't I just use the resume templates on MS Word or use a resume book?

ANSWER: There are a few different reasons you NEVER want to use a template or rely on a book!

- a. Templates are very obvious to employers.
- b. Templates cannot advise you how to intelligently structure your document.
- c. RRS takes the time to research your industry, assess your major accomplishments and qualifications, then incorporates key words from your field intelligently so your resume is noticed by HR professionals and resume scanning software.

QUESTION: But I already have a resume?

ANSWER: In order to be competitive in today's job climate you MUST stand out from other candidates. ROYAL Resume has helped many others to job / business victory.

QUESTION: I already have a job - I don't need a resume do I?

ANSWER: Job security is a myth these days and very few individuals keep one job their entire career, so you MUST be flexible and ready for change, that means having your resume READY and updated! A proactive job search while you're already employed has been proven more effective over the years. If you are confident that you don't need a change, then consider a resume as a gift for someone else. Ex-offenders are also welcome.

QUESTION: **What if I get my materials and I'm still not getting any calls or offers?**

ANSWER: xx% of all RRS clients have received offers or opportunities within 2 months of working together. However if this does not happen for you, then simply call and we may need to revisit your search strategy and make some constructive changes, this is an ongoing relationship.

QUESTION: **I don't need a cover letter or social networking profile do I?**

ANSWER: Cover letters are expected by over 50% of all employers, furthermore they are expected to be customized for each position. So make sure not you're conducting a one size fits all job search!

Over 75% of all jobs that were acquired over the last few years have been obtained through networking. Social media provides us with a powerful and efficient way to communicate our value and our wants with those that can help us get there. So it is a MUST for today's job search that you not only have a robust profile, but that you also know how to use the networking sites effectively to land interviews and ultimately jobs.

QUESTION: **If I'm interested, how do I get started?**

ANSWER: It's easy, there are a few different options...

1. Give us a call (602-570-7593) and one of our experts will assist you. **OR**
2. Check out our website (www.royalresumeaz.com) and complete the contact form so we can contact you.

Either way, the process is clear:

Step 1: Discuss history & goals with one of our experts.

Step 2: Schedule an appointment (we will explore your goals and accomplishments, 1-2 hours). * **

Step 3: Your materials will be delivered electronically within 5 days.

Step 4: Review your documents, make any changes, and receive job search coaching!

*Payment is collected during appointment, or can be made through Pay Pal on website.

**Local clients have the option of a physical meeting, national clients are interviewed by phone.

ROYAL Resume has received the nationally recognized Certified Professional Resume Writer designation and is qualified to help you stand out and get called for interviews. Many are settling for less than what they are capable of because they simply don't have the tools or knowledge to get more. Let ROYAL Resume help!

REFERRAL PROGRAM RULES:

1. You will receive a \$10 gift card for every qualifying referral that you produce. (To qualify, a minimum purchase of \$150 must be processed from ROYAL Resume Services).
2. You need to tell your referral they must disclose your name at the time of purchase. Once the payment is complete, referral awards are no longer eligible.
3. You are encouraged to keep records including names, dates, and service for each referral in case of a discrepancy.
4. All rewards will be sent out on the last day of each month, so if you've had multiple referrals in a month, you can expect (\$10, \$20, \$30, etc...) in gift cards to be sent.
5. There is no limit to the number of gift cards you can receive, so always look for referral opportunities everywhere you go (restaurants, hair stylist, neighbors, networking events, work, church, family, etc...)
6. In order to receive your rewards in a timely fashion, please make sure to send your contact information (including phone number and mailing address) to me at bmc@royalresumeaz.com.
7. ROYAL Resume reserves the right to discontinue this referral program without notice.

Thank you for your help, and may many new doors of opportunity be opened for you!