

Resume Service

type+writer Creative Solutions

Let's get Started!

You need to send to us **via email** (or as otherwise arranged):

- Any resume you already have.
- Details of qualifications, training, certificates whether relevant to the position or not (inc. training provider, attainment or completion date, location).
- Any volunteer work you have done (inc. sporting clubs, team captaincy, animal welfare, environmental groups, helping out at school, etc).
- If there is a specific job you are wanting to apply for we will require the job advertisement (link or ad copy).
- A couple of sentences about WHY you want that particular job or WHY you want to work in that industry, for that company, and what you believe you will bring to the role.

Email your information to:

resumeservice@typewritercreativesolutions.com.au

Basic resume \$90 | Cover letter \$70

Basic resume AND Cover letter package \$145

Key selection criteria \$45 per criteria

The cost of having a resume professionally prepared can often be claimed on your annual tax return.

- Includes one edit within 48 hours of completed resume/cover letter
- General resume/cover letter OR tailored to a specific job advertisement
- Key selection criteria only available for specific application

** Note: We cannot commence work on your resume, cover letter or selection criteria until full payment has been received. Allow approximately 5-7 days for the first draft of your resume/cover letter from the date we receive your payment.*

We accept:

Bank deposit or transfer / cheque (subject to clearance) / PayPal

Your invoice with payment details will be sent via email upon our receipt of your information.





Cover Letter



A close-up, low-angle shot of a person in a dark business suit and light blue shirt, sitting at a desk and typing on a black keyboard. The person's hands are in focus, with fingers pressing the keys. The background is blurred, showing a bright, modern office environment with a computer monitor and other office equipment.

Selection Criteria

Resumé & Cover Letter Package \$145 | Selection Criteria \$45 each

