

SAMPLES OF RESUME OBJECTIVE STATEMENTS

Accounting/Finance

- Seeking a position in the accounting field where excellent analytical and technical skills can be utilized to improve the company's profitability
- A position in data entry and/or accounting where skills in spreadsheet development and troubleshooting can improve efficiency and enhance profitability
- (Student/Entry Level) A position in the field of accounting leading to managerial responsibilities

Administrative Support

- Seeking an Administrative Assistant position with a company that will allow me to fully utilize my communication, organizational, and problem solving skills
- Seeking a Secretarial/Bookkeeping position in which I can utilize my extensive office management, communication, and accounting skills to benefit the organization

Computer Technology

- (Student/Entry Level) A Programmer/Analyst position which will provide me with the opportunity to develop skills in software design
- Seeking a design engineer position with emphasis on solid modeling
- Seeking a position which will allow me to utilize my network administrator skills in a NT/Novell environment interoperating with WAN/LAN connectivity

Education

- Seeking a position as a(n) (English) Teacher at the Secondary School level
- To obtain a position as an Elementary School Teacher in which a strong dedication to the total development of children and a high degree of enthusiasm can be fully utilized

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Engineering and Technology

- (Student Entry Level) - To obtain a position as an Electronics Technician
- A position in the field of (Electrical Engineering) with an emphasis on (aviation electronic systems)
- A position as Electrician, which will utilize my technical training and benefit from my experience with (lighting and sound systems back-stage electrical equipment)
- A position in (commercial diving industry) where knowledge of (construction), a high mechanical aptitude, and unyielding commitment to safety can effectively contribute to the successful and profitable operation of the firm

General

- Seeking a _____ position with a company which will require me to utilize my skills, abilities and experience in the _____ field to ensure the company's success
- (Student Entry Level) To obtain a position in the _____ field where I can utilize my work experience and education to improve company's operation
- (Student Entry Level) To obtain a position as a _____ in a _____ company while continuing my education

Graphic Design

- Seeking a graphic design position in a company where I can utilize my graphic and creative skills to produce a quality product

Health Care

- Seeking a (nursing) position, which will require me to expand my practical experience while providing quality health care to patients
- To promote and implement the standards of nursing practice as established by the profession
- Seeking an (Occupation Therapist) position that will expand my (education/ skills/knowledge) and utilize it to strengthen the facility's operations

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- A position as a (Licensed Practical Nurse) in a Health Care facility where I can utilize my nursing education and training, as well as my interpersonal skills to provide the highest level of care
- A position as a (Licensed Practical Nurse) with a facility that will enable me to represent my employers professionally and provide the highest level of comfort and care to patients
- To obtain a clinical position in a Physical Therapy facility that emphasizes Orthopedics and Sports Medicine

Human Resources

- Seeking a Human Resources Management position where my professional experience and education will allow me to make an immediate contribution as an integral part of a progressive company
- A position in Personnel or Human Resources Management which will require me to apply my business experience and education to assist the company in the accomplishment of its goals
- A position in the Human Resources field where I can utilize proven people-oriented skills to develop and promote a positive work environment

Law/Legal Assistant/Paralegal

- (Student/Entry level) - Seeking a position in which my interest in the law field will be challenged; fostering new career opportunities and enhancing my skills
- (Student/Entry level) - A position in a Law Firm where I will be able to expand my knowledge and gain experience and expertise in the area of
- A position in a Law Firm where my skills in research, communication, and a passion for law can assist in the protection of the public interest

Maintenance

- A maintenance position which will require me to utilize my maintenance and electrical experience to strengthen operations
- Seeking a position in maintenance and repair where problems and opportunities are a match to my wide range of skills and abilities

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Marketing

- Seeking a marketing position with an organization where demonstrated skills in marketing, administration, and sales can be used to increase profitability and promote growth

Management

- To obtain a Management position with a dynamic corporation where I can use my energy and skills to develop, motivate, lead and encourage employee productivity
- Seeking a management position with an organization where I can utilize my skills and experience to improve operations, increase profitability, and enhance growth
- Management responsibility with an organization where demonstrated skills in marketing, administration, and sales can be translated into improved growth and profitability

Office/Clerical

- To obtain an Office/Clerical position in which my customer service, bookkeeping, personal, clerical and general office skills will contribute to greater office efficiency and productivity

Public Relations

- Seeking a Public Relations position which will require me to integrate my writing skills, advertising campaign and media relations expertise to accomplish the agency's ultimate marketing goals

Sales

- (Student/Entry Level) - Sales position where I can utilize my retail sales, cash management, and supervisory skills
- (Student/Entry Level) - A position as a sales management trainee
- Seeking a sales (manager) position with an organization where I will be able to utilize my ability to stimulate and motivate a productive sales force to maximize the company's sales objectives

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- A sales position in which I can make a significant contribution to an employer through an increase in sales volume and profit
- To obtain a sales manager position where I can fully utilize my outside sales experience, marketing knowledge, corporate training and sales management skills to increase profits and bolster growth
- Seeking a sales position that will utilize my diverse experience to positively impact company profitability