

Applications vs Résumés

Employment Applications	Résumés
<ul style="list-style-type: none"> • 1st line of defense in discrimination/grievances lawsuits. As it relates to applicant selection under Title VII Selection and Hiring section of the Civil Rights Act. 	<ul style="list-style-type: none"> • They are, at best, a self-reported description of historical work events; they do not provide information about the applicant's character, work behavior, or their work potential.
<ul style="list-style-type: none"> • It has legal standing, due to the fact that applicants agree with the ARCAREERS employment statement 	<ul style="list-style-type: none"> • It has no legal standing, since it does not contain a statement from the candidate attesting to accuracy and completeness.
<ul style="list-style-type: none"> • If falsified, it is grounds for termination or elimination from job consideration 	<ul style="list-style-type: none"> • Applicants may unknowing include illegal/irrelevant information (i.e. their age, religion, social security number)
<ul style="list-style-type: none"> • Standardized format for easy comparison by the hiring manager 	<ul style="list-style-type: none"> • Résumé formats vary by applicant
<ul style="list-style-type: none"> • It gives the applicant an opportunity to tell the complete story 	<ul style="list-style-type: none"> • Applicants often omit negative information
<ul style="list-style-type: none"> • Provides all the information needed to make a competent hiring decision 	<ul style="list-style-type: none"> • Many applicants submit a "one size fits all" résumé, which provides general information
<ul style="list-style-type: none"> • The standardized questions can help combat this disadvantage 	<ul style="list-style-type: none"> • International applicants may be at a disadvantage, if they use work terms specific to their country of national origin