

Frequently Asked Questions - Resume Writing Services

1. Does Ocean Notary write resumes?

Yes, Ocean Notary provides both notary and resume writing services. With over a decade of
experience as a full-time recruiter, I've reviewed thousands of resumes and helped countless
clients land interviews and receive job offers. In addition to professional resume writing,
Ocean Notary provides personalized job search guidance. This includes tips on where to
search, how to network, and how to tailor your applications for better results.

2. What is included in resume writing services?

- There are two packages to choose from, basic and advanced- we will determine what you need through the consultation
 - o A fully customized, ATS-optimized resume
 - o Rewritten summary and skills
 - o Modern, clean, and uniform formatting
 - o Optional LinkedIn profile audit
 - A round of edits based on your feedback (usually 3 drafts before your resume is completed)

3. What types of resumes do you write?

- Career transitions
- Government to civilian jobs
- Early-career professionals
- Mid to senior-level job seekers
- Administrative, corporate, and technical roles
- General updates to resumes

4. How long will it take?

- Turnaround time is typically 5–7 business days, depending on the complexity and how quickly you provide information and/or feedback
- Expedited services are offered for an additional fee

5. What is the cost?

 Resume revamps typically start at \$100. LinkedIn audits can be added for an additional fee or purchased a la carte

- Prices vary depending on the service level. There are two packages to choose from, basic and advanced- we will determine what you need through the initial consultation
- Please refer to my <u>Services and Pricing</u> page for additional information

6. Do you offer free consultations?

• Yes! Ocean Notary offers a free 20-minute consult to discuss your goals and see how we can help. No pressure, just helpful advice.