



Build a Resume Website with Jimdo

Whether you're just graduating from school or you're a veteran in your field, you've probably wondered how to make a resume stand out. The bullet points, the black and white text—it's hard to create a resume that really reflects what you've done and what you can do.

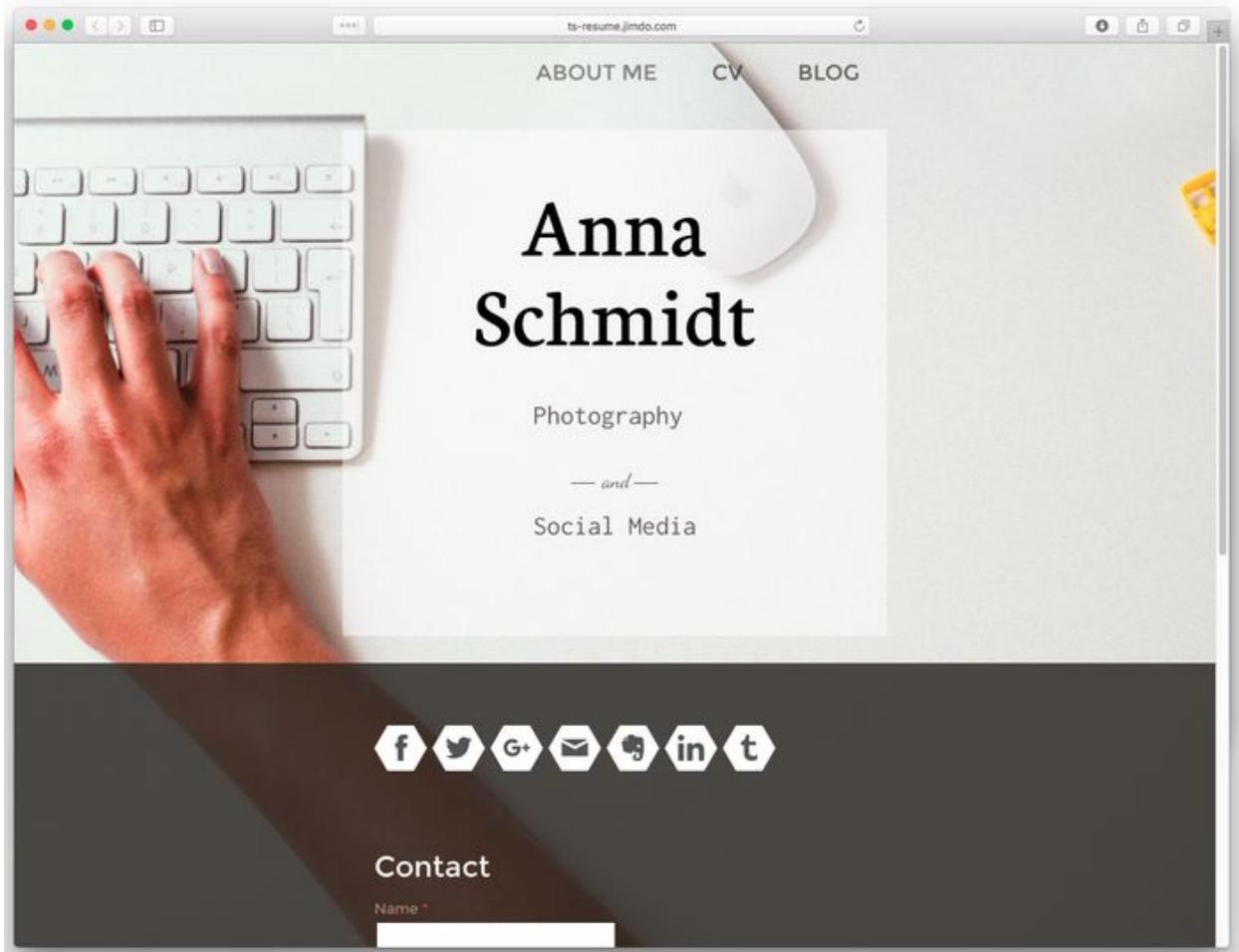
There's a better way to describe your work experience and grab the attention of hiring managers, and that's building your own resume website. Putting your resume online is easier than you might think! This online resume guide will show you how.

Why do online resume websites work?

Paper, begone! Here are some reasons why a resume or CV website can help with your job search:

- Lets you control the message. Today, it's common for hiring managers to Google you. What do you want to appear first? Ideally, the first result will be your professional resume website that you control and that paints you in the best light.
- Shows off your personality. There's something that a black and white piece of paper can't do, and that's give a full picture of what you're like. Hiring managers want to know about your experience, but they also want to know about your personality. Ideally your resume website can show off your skills while showing that you're the kind of person they might also want to have lunch with.
- Helps recruiters find you. Hiring managers don't know your name yet, but they know the skills they're looking for. A resume website with specific, well-written content on it will help you appear in search results for the kinds of positions you want.
- Shows that you are web-savvy. For many jobs these days, it's important to show that you're not a dinosaur. An online resume website says that you take your career hunt seriously and that you are familiar with current web trends.
- It's much more fun. Let's face it, job hunting is tough. You try to show everything that makes you unique and qualified in just a couple of pages, then you send it off to sit in a

pile of papers somewhere. Building your own resume website lets you be proactive and create something that actually reflects the person you are, not the version that people see on paper. Especially if you're in a creative field, having your own CV website lets you "show" your work as much as you tell about it.



Using the Miami template

How do you build an online resume website?

You could create a one-page website, copy-and-paste the text from your resume, and be done with it. But with that approach you miss out on a lot of the potential benefits of an online resume or CV website.

Instead, we recommend starting your website with these basic parts:

Homepage

Your homepage is your chance to introduce yourself and let hiring managers know that they've arrived at the right place. Make sure your name and your title/position are clearly visible in your website's title and Header Text. Then give a brief introduction of who you are and the kinds of work you do.

Unless you are in a creative field with amazing photography or visuals to show off, it's probably best to keep your background as a simple, solid color, with a small, flattering headshot of you added to the Content Area as a Photo Element. As cute as you are, no one really wants to see a giant blow-up of your face right on the homepage.

Template Recommendations: Generally, the best resume websites are simple and straightforward. You won't need a template with a lot of subpages or menu items. [Stockholm](#), [Barcelona](#), [Tokyo](#), [Miami](#), and [Shanghai](#) are all good choices.

Resume/CV

Some people like to put their entire resume on the homepage. The advantage of that approach is that it wastes no time—it gives the hiring managers exactly what they are looking for without having to click anywhere else. But it also works to give your resume its own page on your website.

This page will be most similar to your paper-and-ink resume. Use Heading Elements and Horizontal Line Elements to break up the page into sections and use Text Elements for your bulleted lists. On this page it's best to keep it simple—even though a website gives to the chance to do a lot of creative things, you still want to provide hiring managers with what they are looking for: a straightforward resume that lists what you've done.

ANNA SCHMIDT



EXPERIENCE

Integrated Marketing Manager,

May 2016–Present | Santa Monica, CA

- Partner with sales to manage assigned RFPs and custom presentations from conception to completion.
 - Work with Senior Manager to develop campaign concepts
 - Create visual decks for each RFP based on campaign needs
 - Work with Creative team to develop custom mocks for campaigns
 - Work with strategy team to develop innovative client solutions/strategy to drive revenue
 - Leverage strong communication skills to best bring HelloSociety's ideas to life
 - Work with the strategy team and sales to garner feedback after submission and gain insights on what works for brands
 - Research information and collaborate with the design team to create brand marketing materials for sales including custom proposals, templates, mini decks, one-sheets, social statistics, and more
 - Familiarize/educate Sales on various strategies, platforms and marketing related updates
-

Social Media & Content Manager,

August 2014–Present | San Francisco, CA (Headquarters in Hamburg, Germany)

- Collaborated with the U.S. content marketing team to conceptualize and implement a strategy to improve customer retention. Developed, from concept to creation: blog posts, social media posts, and newsletters, which taught our customers how to create and promote a website using Jimdo.
- Managed all of Jimdo's social media channels, facing hundreds of thousands of global followers. Developed the company's social media strategy to drive visitors to blog, share customer stories, and share a behind-the-scenes look at Jimdo.
- Developed a monthly analytics report to track influence of social media. Used Google Analytics, Twitter Analytics, Facebook Insights, and Buffer Analytics to generate monthly report. Increased followers on Twitter by 15% in first two months. Doubled Instagram followers within one month.

It's easy to copy the text from your real-life resume right onto your website—and it will make sure search engines can find you!

Professional References

In many resumes, you provide a list of references and hope that hiring managers will call them to hear how great you are. With your own website, you can skip that step and show exactly what your mentors and colleagues think of you. That way hiring managers can get a sense of what you're like to work with, without even needing to pick up the phone.

Ask your mentors, colleagues, or past customers to write a short blurb about why they like to work with you, and include those snippets on this page. You could also copy any references you have from your LinkedIn profile.

Work Examples and Accomplishments

The great thing about building your own resume website is that you can show your work rather than just talking about it in the abstract. This is your chance to break out of the formal, sometimes boring bullet points that make up most resumes. If you're in a creative or visual field, this page is where you would include photos, videos, or links to your work.

If you're in a more traditional field, you can still give examples of the kind of work you've done and what you've accomplished. Think to yourself "what am I most proud of?" Rather than the "raised revenue by 25% over Q3 earnings...", try to describe your success in a narrative way, so that employers can get a sense of how you work.

Contact

Make it easy for people to get in touch with you. You can create a separate Contact page with your information (and perhaps a Form Element if you want people to be able to submit requests via your website). Or, you can skip this page and put your contact information readily available in the footer or sidebar of your website. This way it will appear on every page and there's no way anyone could miss it.

Custom Domain

If you want to show that you're really serious about your career, it's a good idea to invest in your own personal domain or website address. Ideally you will be able to snag your name as a .com, but if you're John Smith that's probably not going to work (sorry, John Smith.) Adding your middle initial can help, or adding your job title as in johnsmiththebaker.com or johnsmithconsulting.com. You can get a custom domain by upgrading to [JimdoPro](#) or [JimdoBusiness](#).

More ideas for your resume website

You don't want to skimp on the text on your resume website, otherwise those search engines you're trying to attract won't be able to find you. But if you're feeling like things are getting too text-heavy, here are some more ideas of what you can add:

- Links to any newspaper articles or press coverage about you.
- Links to pieces you've written on other websites, or better yet [start your own blog](#).
- Videos of you presenting (assuming you're an amazing, TED-talk-worthy presenter, of course).
- Create a timeline of your career in an app like [Tiki-Toki](#), [Dipity](#), or [TimeGlider](#), and embed it on your site using the Widget/HTML Element
- [Embed your social media feeds](#) on your website (but only if the cat photos you're posting are relevant to your job hunt).
- You can also use a service like [Infogram](#) or [Piktochart](#) to create easy infographics that bring dry numbers to life.

Do's and don'ts for CV websites

- Do still offer your "real" resume for download. Some people still prefer the paper version (or will need it as they go through the hiring process). Use a [File Download Element](#) to offer your resume or CV for download as a PDF.
- Don't break up your resume into too many separate pages. You don't need a page for education, another for experience, and another for skills. That just means that people have to click multiple times to get the full picture of who you are. Make their lives easier and put all the important info on one page.
- Do [add links](#) to your (safe for work!) social media profiles.
- Don't pad or put in irrelevant information. There's a reason resumes and CVs are 1-2 pages. Employers only want the essentials. The same goes for your website.
- Do get a flattering headshot. If you're awkwardly cropping out relatives or posting something blurry, it's time to invest in a better photograph of yourself.
- Don't spend so much time on design that you forget about content. While they might appreciate your font and color choices, at the end of the day hiring managers need to make sure that you have the skills to do the job. That's why it's important as ever to spend time on your bullet points and describe your experience clearly and succinctly.

The best resume websites evolves with you, and your career

Once you turn that resume/CV into a PDF, it just becomes a static document that will never change or get updated. A website, on the other hand, is easy to change whenever you gain new skills or experiences. And then, once you're hired for that dream job, your resume website can evolve into a professional portfolio site that stays with you throughout your career, through changing jobs and changing tastes.