

Are You LinkedIn but Still Linking Out? 10 Overused Profile Phrases NOT to Use in Your Resume

Recently, LinkedIn released the 10 most overused words and phrases in members' profiles. Here are their 10 tired phrases—plus 10 additional ones from my personal lists, as well as those of my clients:

LinkedIn

Extensive experience
Innovative
Motivated
Results-oriented
Dynamic
Proven track record
Team player
Fast-paced
Problem solver
Entrepreneurial

The Hiring Hub

Liaison
Business-savvy
Interface with
Aptitude for
Works well with all levels of staff
Good communication skills
Measurable results
Good work ethic
Bottom line oriented
I

Why are these words so terrible? Because they don't add anything, describe anything or showcase your writing ability. Are you really going to admit to like working at a slow pace; being less than dynamic or not getting results? One client told me that he actually had a resume that had over 30 "I's" in it. Your resume and your cover letter are about you, pointing that out to the reader is needless.

So take my advice—and watch your results improve: Scan this list. If you see any of these words in your resume or cover letter ... cut them, change them, upgrade them. At the very minimum, ask yourself why they're in your document and how you can support or quantify their use.

Beyond that, I'd like to call on my HR colleagues—and the folks they're trying to hire. Let's get some dialog going here...Please answer the following question. I promise to post your responses and credit them accordingly:

What are some of your favorite overused words on resumes?