



NORTHERN ILLINOIS UNIVERSITY

Career Services

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The Resume Career Objective

It is strongly recommended that you include a career objective on your resume. A career objective is a statement of what you want to do, what position you want, or where you want to work **now**. Long term goals are optional.

Some individuals choose to make their objective general so as to not "close themselves out" of any particular job. If you do so, you need to **avoid** the risk of making your objective **too** general as the following example illustrates:

A position which utilizes my educational background and communication skills.

An effective career objective should include one or more of the following:

- A specific job title
- A specific industry/environment in which you want to work
- Specific skills and/or experience you want to utilize in the position

The career objective example above is poor because it says nothing about what type of position the applicant is seeking, what environment s/he wishes to work in, or what specific skills s/he wants to use in the job. The following are examples of career objectives, divided into three categories: position, industry/environment, and skills, depending on the particular focus.

Career Objective (Specific Position)

- Programmer or Programmer/Analyst
- A position as an auditor for a public accounting firm.
- A mathematics teaching position in a junior high school. Interested in coaching softball and basketball.
- A consumer goods sales position.

Career Objective (Industry/Environment)

- A position in a financial institution; especially interested in banking, auditing, and investments.
- Electrical engineering position in a manufacturing industry.
- A counseling position in a community mental health facility.

Career Objective (Skills/Experience)

- A position allowing me to incorporate my experience in promotion and customer relations.
- A position integrating skills in copy-writing, editing, and reporting.
- A position employing skills in training and development, public affairs, and program development.
- A position in a research laboratory, utilizing skills developed from working in a forensics environment.

Your objective may fit into one of the above categories or it may combine two or more types.