

OREGON FBLA TIE-BREAKER

Oregon FBLA is piloting new rating sheets. These rating sheets are much more specific, but may cause ties. In the event where there is not a test or prejudged component, a resume has been selected as the tie-breaker. This resume will not be scored based on experience, as not to penalize the younger members when competing against older members. It will be scored based on content and correctness.

Members should bring ONE copy of their resume with them to the event and leave it with the event administrator. If it is a team event, each member of the team should provide a resume. Note that due to event changes, Job Interview and Future Business Leader already require this action.

EVENTS WITH POSSIBILITIES OF A TIE

Business Ethics

Client Service

Electronic Career Portfolio

Emerging Business Issues

Graphic Design

Impromptu Speaking

Introduction to Business Presentation

Public Service Announcement

Public Speaking I

Public Speaking II

Publication Design

Sales Presentation

Social Media Campaign



SAMPLE RESUME RUBRIC for SBLC

	<i>Needs Improvement = 1</i>	<i>Above Average = 3</i>	<i>Excellent = 5</i>	<i>Rating (5 -0)</i> <i>Rank each category with 5 being excellent and 1 being needs improvement, 0 = unacceptable</i>
First Impression	Inconsistent / Missing parts / Wrinkled, etc.	Visually Acceptable	Polished Resume	
Format / Appearance	<ul style="list-style-type: none"> • Inappropriate length • Difficult to read • Font/spacing is inconsistent • Ineffective use of bolds/italics/underlines • Section titles missing or difficult to find. 	<ul style="list-style-type: none"> • Appropriate length • Fills page • Somewhat consistent font/spacing • Some use of bold/italics/underling, etc. • Section titles listed 	<ul style="list-style-type: none"> • Appropriate length • Fills page, but not overcrowded • Consistent font/spacing • Consistent use of bold/italics/underling, etc. • Section titles clearly listed and easy to find. 	
Organization	<ul style="list-style-type: none"> • Name, and contact info unclear or hard to find. • Inconsistent listing of titles. • Ineffective ordering of sections • Section titles do not highlight skills/experience. • Experience not in appropriate order (chronological, or importance). 	<ul style="list-style-type: none"> • Name listed / some contact information missing. • Titles, organizations, dates, and/or locations listed somewhat consistently. • Section ordered sufficient • Section titles sufficient • Experience somewhat listed in order. 	<ul style="list-style-type: none"> • Name and Contact info clearly listed at top. • Titles, organizations, dates, and/or locations listed consistently. • Section ordered in terms of importance • Section titles highlight relevant skills/experience • Experience listed in appropriate order. 	
Spelling	<ul style="list-style-type: none"> • Spelling/Grammar error 	<ul style="list-style-type: none"> • No spelling/grammar errors 	<ul style="list-style-type: none"> • No spelling/grammar errors 	
Content	<ul style="list-style-type: none"> • Ineffective use of action verbs. • Descriptions not concise and/or descriptive. • Keywords/skills not targeted toward objective. 	<ul style="list-style-type: none"> • Some use of action verbs. • Descriptions somewhat concise and descriptive • Keywords/skills somewhat targeted to the objective. 	<ul style="list-style-type: none"> • Use of variety of strong action verbs. • Descriptions are concise and descriptive • Keywords/skills targeted for the objective. 	
Overall	Resume fails to meet minimum requirements to be interviewed for a position.	Overall, meets an above average resume. I would consider this candidate to interview for a position.	Overall meets most of the criteria of an excellent resume. I would interview this candidate without question.	
Comments:				Total Score: