

The Experience Inventory Worksheet

A thin job-title history is not an empty page. Most of your proof is hiding in work that never had a paycheck. Mine it here, then put it on the resume.

Widen your definition

All of this counts as experience when you can point to what you did and what it produced.

- ☐ Paid jobs — full-time, part-time, casual, seasonal.
- ☐ Volunteering & community roles.
- ☐ School projects, coursework, capstones.
- ☐ Caregiving & running a household.
- ☐ Leadership — clubs, teams, organising.
- ☐ Customer-facing & side projects.

Mine it for proof

For each thing you've done, name the transferable skill and one piece of proof.

WHAT YOU DID	TRANSFERABLE SKILL	PROOF / RESULT

Then say it well

- ☐ Write each as a bullet: action + task + result + context.
- ☐ Lead your resume with a skills-forward summary, not a thin timeline.