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Put yourself in the place of an average company manager and imagine his plight when he has to wade through scores of applicants for a particular job. It is not a task to be envied and that is where the job application comes into play. Being able to make your job application stand out amidst the thousands that can be there is nothing short of a miracle.

A job application actually carries more weight than your personal resume itself. A job application is standardized so that a prospective employer can, without bias look through the sets of applications and narrow down on a set of people he would like to see at the next stage. There are times when not completing a job application can result in you not being summoned for any interview. If you went on ahead and sent in your resume without the job application, chances are your resume will be thrown away for simply not following the general rules.

Once you have completed a legally accepted job application, you can be sure that you will be given a fair chance at the time of interviews being conducted. The main reason for a job application is that many a times, people tend to fudge the details on their resume in the hope of getting a better job. There have been times when a candidate adds or takes away from his resume making it inaccurate. What these kind of false resumes try to do is create a totally false impression of the candidate. It is always a good idea to be honest in both places â€“ the job application and your resume. Else you may end up in a situation where you have given false information on one of the two sections of your resume and when caught this will not look good on you.

A job application is what will get you through the screening process. Once you are done with that, it is up to your to make an impression and secure the job for yourself. Look at the references you are providing for yourself. Providing these will put you in a better position as you are willing to subject yourself to scrutiny and this is something the company will appreciate.

Make sure that all the information you provide is accurate and is attested by a higher authority. This will serve to enhance the authenticity of the resume that you will provide at the next level.

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