

We Subscribe to the

PA
RW
CC

Professional Association of
Résumé Writers
& Career Coaches

Code of Business Ethics

A PARW/CC member in good standing will:

- Professionally provide clients with products and services that will enhance their abilities to achieve their goals and objectives regardless of race, color, creed, religion, national origin, sex, age, level of income, or physical handicap.
- Be sensitive to client needs and compassionate in providing advice, products, and services in meeting the client's specific career goals.
- Deliver to the client what was promised and be truthful in guiding, advising, and counseling clients in all aspects of the résumé writing/employment industry.
- Maintain strict confidentiality with every client, revealing information only upon written authorization by the client.
- Keep current of new trends, formats, writing styles, and résumé/employment presentations to best serve his/her clients through the PARW/CC newsletter and other sources.
- Stay abreast of market and hiring trends that will affect his/her clientele. By staying current, PARW/CC members will provide up-to-date advice, counsel, products, and services to better meet clients' career objectives.
- Comply with all legal obligations in providing professional services.
- Be aware that contact with the public as a PARW/CC member promotes the organization and reflects on the résumé writing/consulting service as an industry.
- Be responsible to the community and be a contributing part of this environment through participation in community activities, and will offer professional advice and information pertaining to the résumé writing/employment field.
- Emphasize the professional spirit of the organization by encouraging and promoting good relations among members.