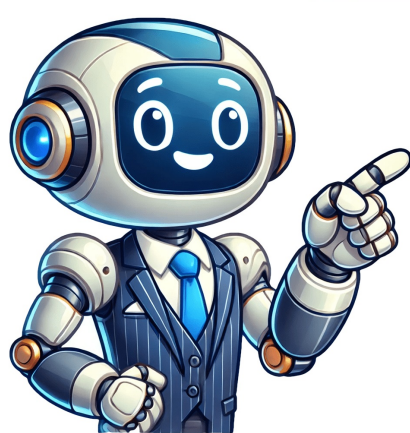


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Delete resume from linkedin

Applying for jobs on LinkedIn should be a streamlined process, but managing your resume on the platform can sometimes create unexpected hurdles. There are two key areas to consider: the resumes you've uploaded for use with LinkedIn's Easy Apply feature, and the ones you've chosen to feature on your profile. When use the LinkedIn Easy Apply feature to apply for jobs, you're presented with all your uploaded resumes, which increases the chances of accidentally selecting an outdated version. Similarly, an old resume in your Featured section can confuse recruiters and create a negative first impression. This guide will show you how to delete old resumes from both areas so that you can always present your best self.

Clean Up Your LinkedIn Profile: How to Delete Old Resumes

1. **Deleting Old Resumes from LinkedIn Uploaded Files** LinkedIn provides a simple way to manage your uploaded resumes. Here's how:
a. **Log into LinkedIn:** Go to the LinkedIn homepage from your PC or mobile app.
b. **Go to the "Jobs" tab:** The "Jobs" tab is located in the top navigation bar if you are using your PC. On the LinkedIn mobile app, you'll find it in the bottom menu.
c. **Go to "Preferences":** In the Jobs section, click "Preferences" (found in the left sidebar on the website and in the top menu on mobile).
d. **Access "Resumes and application data":** Under the "My qualifications" section in Preferences, locate and click on "Resumes and application data".
e. **View your uploaded resumes:** After that, you'll now see a list of all your uploaded resumes.
f. **Delete your old resumes:** From that list, click the three dots next to the resume you want to delete and select "Delete" to delete that resume. So, that's how you delete resumes you've uploaded over time. From this same page, you can also download a resume before permanently deleting it from LinkedIn, upload a new resume, and manage your application data settings. To download or upload resumes (as you can see in the image). While clicking the three dots to delete your resume you will see a download button as well, select "Download" to save a copy. Click the "Upload Resume" button at the bottom of the page to upload a new resume. And to manage application data settings, you will see two toggles on the top of the page (see the image)! Turn them on and off as per your need! The first lets you choose whether LinkedIn saves your resumes and application question answers. The second controls whether recruiters can view information from your saved resumes during their searches.
2. **Deleting Old Resumes from the LinkedIn Featured Section** Go to your LinkedIn profile: Log in and click on your profile picture or name. Navigate to the "Featured" section: Scroll down your profile page until you find the "Featured" section. Click the pencil icon: On the right side of the "Featured" section header, you'll see a pencil icon. Click it to enter edit mode. Find the resume you want to delete: Locate the resume document you wish to remove from the list of featured items. Click the trash or bin icon: Next to the resume you want to delete, you'll see a trash can or bin icon. Click it. Confirm the deletion: A confirmation prompt will appear. Click "Delete" to finalize the removal. All right, now that's all about how you can delete your resume from your uploader files and also form the featured section. Now, let's talk about some of the best practices while managing your resumes on the platform.
- 5 **Best Practices for LinkedIn Resume Management.** Regularly Review and Update: Don't wait until you're actively job searching to manage your LinkedIn resumes. Make it a habit to review your uploaded resumes and Featured section every few months. This ensures you're always presenting current information and avoids last-minute scrambling. b. Tailor Resumes for Specific Roles (Offline): Instead of keeping multiple versions uploaded to LinkedIn, create tailored resumes offline for specific job applications. This allows for more precise targeting and less clutter on your profile. Only upload the relevant resume when using Easy Apply for a particular role. c. Prioritize Your LinkedIn Profile: Remember that your LinkedIn profile itself is a dynamic resume. Invest time in crafting a compelling summary, detailing your work experience, and showcasing your skills. A strong profile often makes a separate uploaded resume less critical, especially for initial contact from recruiters. d. Consider PDF Format: When uploading resumes to LinkedIn (or anywhere online), use PDF format whenever possible. This preserves formatting across different devices and operating systems, ensuring your resume looks as intended. e. Use Keywords Strategically: When updating your LinkedIn profile (and your offline resumes), use relevant keywords related to your industry and target roles. This improves your visibility in recruiter searches. f. Final Words: Managing your resumes on LinkedIn is a small but important part of maintaining a strong professional online presence. By regularly decluttering your uploaded files and Featured section, you prevent accidental submissions of outdated documents, present a more polished image to recruiters, and streamline your job search. Remember, your LinkedIn profile represents your professional brand. Taking the time to keep it organized and up-to-date will ultimately benefit your career journey. Beyond managing your resume, actively sharing your profile and engaging with your network is also crucial for maximizing your LinkedIn presence. If you're looking for quick and easy ways to expand your reach and connect with more professionals, check out our guide on efficiently sharing your LinkedIn profile and company pages. So, take a few minutes today to tidy up your LinkedIn resumes and explore new ways to connect and grow your network. LinkedIn and 3rd parties use essential and non-essential cookies to provide, secure, analyze and improve our Services, and to show you relevant ads (including professional and job ads) on and off LinkedIn. Learn more in our Cookie Policy. Select Accept to consent or Reject to decline non-essential cookies for this use. You can update your choices at any time in your settings. LinkedIn overall is a great app. I have found great people on there and connected with them to build my network. Also, the learning courses on the site are on par with sites like Coursera, Udemy, etc. I will say that it's very noticeable sometimes when they change up the algorithm and show me things I'm not interested in, or topics that are meant to spark a negative reaction, but that's social media for you. One of my biggest complaints is their job section. I've applied at over 1000+ jobs through there site, and the furthest I have ever made was "so and so viewed your resume/profile", or recruiters that ghost me, so I continue to stick with Indeed on that matter. While LinkedIn is great for networking, I do feel putting a face with a name on LinkedIn can work against POC as I have been ghosted many times by recruiters or companies once they view my profile. For example, I talked via email with Company A, Company A LOVED my resume.....then I see someone who works from Company A view my profile....I get a rejection email a few hours later. Not saying this to trash the app, only telling my experience, but overall, I still would recommend folks to get a LinkedIn page. Hi There, Thanks for taking the time to review the LinkedIn app, also thanks for the 5-star rating. We'll be sure to share your feedback with our product team. If there's anything you'd like to add to your feedback, please don't hesitate to email us at you! IR In today's competitive job market, LinkedIn has become an invaluable tool for professionals to showcase their skills, experience, and accomplishments. A crucial aspect of your LinkedIn profile is your resume, which provides a comprehensive overview of your qualifications. However, as your career progresses, you may find yourself needing to update or delete old resumes to maintain a polished and relevant profile. In this comprehensive guide, we will explore two methods of deleting resumes from LinkedIn, whether you are using a desktop computer or a smartphone. Learn how to delete old resumes from your LinkedIn profile and keep it organized and up-to-date. Follow these simple methods to remove irrelevant resumes and make room for new ones. Step 1: Begin by logging in to your LinkedIn account. Once logged in, click on the "Me" icon located at the top of the page. This will open a dropdown menu. Step 2: From the dropdown menu, select "View profile" to navigate to your profile page. Step 3: On your profile page, locate the "More" button, which is positioned below your profile picture. Click on "More" to reveal additional options. Step 4: Among the options that appear, click on "Build a resume." This will open a new window displaying the resumes associated with your profile. Step 5: In the resume window, identify the resume you wish to delete. Once located, click on the three dots (...) located next to it. This will prompt a small menu with various options. Step 6: From the menu, click on "Delete" to initiate the deletion process. Step 7: Confirm your action by clicking on "Delete" again when prompted. This will permanently remove the selected resume from your LinkedIn profile. It's important to note that LinkedIn retains up to four resumes in the history section of your profile. By deleting old or unwanted resumes, you can make room for new and improved versions that better align with your current career goals and job search efforts. If you prefer to delete resumes from your LinkedIn account using a smartphone or a desktop computer, follow the instructions below. Begin by launching the LinkedIn app on your smartphone. Log in to your account if prompted. From the bottom-right corner of the screen, tap on the "Jobs" button. This will take you to the job-related settings. In the upper right corner of the screen, click on the three dots (...) to access additional options. From the menu that appears, select "Application settings." This will bring you to a new page where you can manage your application settings. On this page, locate the resume you want to delete and tap on the three dots (...) next to it. This will open a menu with various options. From the options, tap on "Delete" to remove the selected resume from your LinkedIn profile permanently. Begin by opening your preferred web browser on your desktop computer and navigate to the LinkedIn website. Log in to your account if prompted. On the LinkedIn homepage, locate the top bar and click on "Jobs." This will take you to the job-related settings page. On the left side of the screen, you'll find "Application Settings." Click on it to access the application settings page. On this page, you will find a list of resumes associated with your profile. Locate the resume you want to delete and click on the three dots (...) next to it. This will open a menu with various options. From the options, click on "Delete" to initiate the deletion process. Remember, LinkedIn allows you to retain only four resumes in the history section of your profile. Deleting old and irrelevant resumes not only helps you keep your profile organized but also showcases your most up-to-date and relevant qualifications to potential employers. Instead of deleting a resume entirely, you may find it more suitable to make edits and updates to ensure it reflects your current skills and experiences. This is especially useful if you have minor changes to make for a similar job application. To edit a resume on LinkedIn, follow these steps: Log in to your LinkedIn account and navigate to your profile page by clicking on the "Me" icon at the top of the page and selecting "View profile" from the dropdown menu. Under your profile picture, click on "More" to reveal additional options. Among the options that appear, click on "Build a resume" to access the resumes associated with your profile. In the resume window, locate the resume you want to edit and click on the three dots (...) next to it. This will prompt a menu with various options. From the menu, click on "Edit" to open the resume editor. Make the necessary edits and updates to your resume, ensuring that it accurately reflects your current qualifications and experiences. After making the desired changes, click on "Save" to save the updated resume. This method applies to both the resume that LinkedIn generates based on your profile information and any other resumes you may have uploaded or created. 1. How do I remove a resume from LinkedIn? To remove a resume from LinkedIn, go to your profile, click on "More," find the resume you want to delete, click on the three dots next to it, and choose "Delete." Confirm the action, and the resume will be permanently removed from your LinkedIn profile. 2. Can I delete a resume from LinkedIn using my smartphone? Yes, you can delete a resume from LinkedIn using your smartphone. Open the LinkedIn app, tap on "Jobs," click on the three dots in the top right corner, select "Application settings," find the resume you want to delete, tap on the three dots next to it, and choose "Delete." 3. How many resumes can I keep on my LinkedIn profile? LinkedIn allows users to keep up to four resumes in their profile history. If you want to add a new resume, you may need to delete an old one to make room. 4. Can I edit my resume instead of deleting it? Yes, LinkedIn provides an option to edit your resume. Simply go to your profile, click on "More," select "Build a resume," find the resume you want to edit, click on the three dots next to it, and choose "Edit." Make the necessary changes and save them. 5. Will deleting a resume from LinkedIn affect my profile in any way? Deleting a resume from LinkedIn will only remove the specific resume from your profile history. It will not delete any other information or impact the rest of your profile. You can always add or upload a new resume if needed. Deleting old and irrelevant resumes from your LinkedIn profile is essential for presenting a polished and up-to-date professional image to potential employers. By following the methods outlined above, you can easily delete old resumes from your LinkedIn profile using either your desktop computer or smartphone. Additionally, LinkedIn provides a convenient option to edit your resumes, allowing you to make updates and changes as your career progresses. By keeping your LinkedIn profile organized and updated, you can effectively showcase your skills and experiences to attract opportunities in today's competitive job market. Our resume builder is easy to use and will help you create a resume that is ATS-friendly and will stand out from the crowd. Recommended Reading: Whether you are a recent graduate or an experienced employee, an updated resume is essential for your professional outlook. It showcases your skills and attracts potential job opportunities. But what if it is outdated and messy? Luckily, this article will help you learn where your resume is stored on LinkedIn and how to remove it to present your best self to prospective employers. LinkedIn is a great platform for showcasing personal achievements and convincing recruiters of your suitability for their company. It provides individuals, even those without corporate experience, with opportunities to engage and learn from like-minded professionals in their field. However, to make the most of LinkedIn, you need to know how to replace outdated resumes. Quick Answer To remove a resume from LinkedIn: 1. Go to your LinkedIn account. 2. Click on the Me tab. 3. Select View Profile. 4. Click on Build a Resume and then select the three-dotted icon for the desired resume. 5. Select Delete from the options list. There are two ways to delete old LinkedIn resumes from your profile. Let's explore their detailed steps below. Method 1: From Settings Menu The first method is to remove your resume from LinkedIn account settings. For this, all you have to do is: 1. Visit the LinkedIn Sign in page on your browser. 2. Enter your account credentials and click on Sign in. 3. Click on the Me tab from the top of the home page, as shown. 4. Click on Settings & privacy from the drop-down menu. 5. Next, click on Data privacy from the left pane. 6. Now, click on Job application settings. 7. Click on the three-dotted icon beside the desired resume which you want to delete. 8. Finally, click on Delete. Also Read: How to Remove Open to Work on LinkedIn Mobile App Method 2: Via Profile Page This method allows you to delete your resume stored on your LinkedIn profile directly rather than diving deep into settings. Here is how you go about it: 1. Navigate to your LinkedIn account on your browser. 2. Click on the Me tab from the top. 3. Click on the View Profile option from the drop-down menu. 4. Next, select the More tab under your profile picture. 5. Now, click on Build a Resume. 6. Click on the three-dotted icon beside the desired resume you want to remove. 7. Finally, choose Delete. How to Remove Resume from LinkedIn Easy Apply? LinkedIn's Easy Apply feature has simplified the job application process, enabling users to apply to job postings quickly and effortlessly. To apply, you simply need to provide your contact details, respond to a few questions, and attach your resume. In the event that you mistakenly attach the incorrect resume, there's no need to fret. Here's a simple guide on how to remove your resume from LinkedIn's Easy Apply feature: 1. Navigate to the LinkedIn website on your browser and Sign in to your LinkedIn account. 2. Click on the desired job posting to view full details. 3. Next, click on Easy Apply. 4. Now, enter the required Contact info and click on Next. 5. Click on Upload resume and choose the resume file from your PC. 6. Now, click on the green circle icon to unselect the resume. 7. Click on Upload resume again and choose the desired file. 8. Click on Next. 9. Answer all Additional questions on your screen and click on Review. Note: You can still modify your Resume setting by clicking on the Edit option and following steps 6-8. 10. Once you are happy with how your CV looks, click on Submit application. Also Read: How To Turn Off LinkedIn Job Alerts How to Remove Multiple Resumes from LinkedIn? Currently, LinkedIn does not allow users to remove multiple files in bulk at once from their profile. Instead, you will have to manually delete each one by following the steps mentioned earlier in the article. Learning how to remove a resume from LinkedIn ensures your relevance in the ever-changing job market. With this knowledge, you can make a lasting impression and succeed in your career. Let us know in the comments below if you have any questions about this topic or suggestions for our future articles. In the dynamic world of professional networking, LinkedIn has become an indispensable tool for job seekers, recruiters, and professionals alike. Your LinkedIn profile serves as your digital resume, showcasing your skills, experience, and career aspirations to a vast network of potential employers and collaborators. However, as your career evolves, your resume may need to reflect changes in your goals, skills, or experience. This is where the ability to delete an existing resume on LinkedIn becomes crucial. Deleting your resume on LinkedIn can be a strategic move for several reasons. Perhaps you've landed a new job and no longer need to actively seek opportunities. Maybe your resume is outdated and needs a complete overhaul. Or, you might simply want to streamline your profile and focus on other aspects of your online presence. Whatever your reason, knowing how to effectively delete your resume from LinkedIn is essential for maintaining a polished and relevant professional profile. This comprehensive guide will walk you through the step-by-step process of deleting your existing resume on LinkedIn, providing you with the knowledge and tools to manage your online presence with confidence. Why Delete Your Resume on LinkedIn? Before diving into the deletion process, it's important to understand the potential benefits of removing your resume from LinkedIn. Here are some compelling reasons why you might consider this action: 1. Career Transition If you've shifted your career path or are exploring new industries, your current resume may no longer accurately reflect your aspirations or qualifications. Deleting it allows you to start fresh and create a new resume tailored to your desired field. 2. Outdated Information Over time, your skills, experience, and accomplishments evolve. If your resume hasn't been updated recently, it might present an inaccurate picture of your current capabilities. Deleting it gives you the opportunity to create a more current and compelling document. 3. Privacy Concerns Some individuals prefer to keep their resumes private for various reasons, such as protecting sensitive information or avoiding unsolicited contact from recruiters. Deleting your resume from LinkedIn can enhance your privacy settings and control who has access to your professional details. 4. Streamlining Your Profile A cluttered LinkedIn profile can be overwhelming for viewers. Deleting unnecessary elements, such as an outdated resume, can create a cleaner and more focused presentation of your professional brand. How to Delete Your Resume on LinkedIn Deleting your resume on LinkedIn is a straightforward process that can be completed in a few simple steps: (See Also: How to Keyword Optimize Your Resume? Boost Job Prospects) 1. Access Your Profile Log in to your LinkedIn account and navigate to your profile page. You can do this by clicking on your profile picture or name in the top right corner of the screen. 2. Go to the "Experience" Section On your profile page, locate the "Experience" section. This is typically located near the top of the page, below your headline and summary. 3. Click "Add Resume" Within the "Experience" section, you'll see a button or link that says "Add Resume." Click on this button to access your resume settings. 4. Select "Delete Resume" Once you've clicked on "Add Resume," you'll be taken to a page where you can view and manage your resume. Look for an option labeled "Delete Resume" or "Remove Resume." This option may be located at the bottom of the page or within a dropdown menu. 5. Confirm Deletion LinkedIn will likely prompt you to confirm your decision to delete your resume. Click on the "Delete" or "Confirm" button to finalize the process. Important Considerations Before Deleting While deleting your resume can be beneficial, it's important to consider the potential implications before taking action: 1. Job Applications If you have any active job applications where your LinkedIn resume is attached, deleting it may impact your candidacy. Ensure that you have downloaded a copy of your resume before proceeding with the deletion. (See Also: Do You Put Hobbies on a Resume? Boost Your Job Chances) 2. Recruiter Visibility Recruiters often use LinkedIn to search for candidates based on their resumes. Deleting your resume may make it harder for them to find you. If you're actively seeking opportunities, you may want to reconsider deleting it. 3. Professional History Deleting your resume removes it from your LinkedIn profile, but it doesn't erase your work history or experience. This information will still be visible in your "Experience" section. Alternatives to Deleting Your Resume If you're hesitant to delete your resume entirely, consider these alternatives: 1. Update Your Resume Instead of deleting your resume, take the time to update it with your latest skills, experience, and accomplishments. This will ensure that your profile reflects your current professional standing. 2. Adjust Privacy Settings You can control who can view your resume by adjusting your LinkedIn privacy settings. Consider making your resume visible only to recruiters or connections. 3. Create a New Resume If your current resume is outdated or no longer relevant, create a new one that aligns with your career goals. You can then choose to keep both resumes on LinkedIn or delete the older one. Frequently Asked Questions How do I know if my resume is attached to my LinkedIn profile? When you go to your "Experience" section on LinkedIn, you'll see a section labeled "Resume." If there's a file name listed there, it means your resume is attached. Can I delete my resume and still apply for jobs on LinkedIn? Yes, you can still apply for jobs on LinkedIn even if you've deleted your resume. You'll be prompted to upload a new resume when applying. (See Also: What Is Professional Credentials In Resume? Unlocking Your Potential) What happens to my resume after I delete it from LinkedIn? Once you delete your resume from LinkedIn, it's permanently removed from your profile. You won't be able to recover it. Can I download my resume before deleting it? Yes, you can download a copy of your resume from LinkedIn before deleting it. Go to your "Experience" section, click on "Add Resume," and then look for an option to download your resume. Will deleting my resume affect my LinkedIn recommendations? No, deleting your resume will not affect your LinkedIn recommendations. Your recommendations will remain visible on your profile. In conclusion, deleting your existing resume on LinkedIn can be a valuable strategy for maintaining a professional and relevant online presence. Whether you're transitioning careers, updating your skills, or simply streamlining your profile, understanding how to delete your resume effectively empowers you to manage your LinkedIn experience with confidence. Remember to consider the potential implications before deleting your resume, explore alternative options, and always download a copy before finalizing the process. By following these guidelines, you can ensure that your LinkedIn profile accurately reflects your current professional goals and aspirations. Share — copy and redistribute the material in any medium or format for any purpose, even commercially. Adapt — remix, transform, and build upon the material for any purpose, even commercially. The licensor cannot revoke these freedoms as long as you follow the license terms. Attribution — You must give appropriate credit , provide a link to the license, and indicate if changes were made . You may do so in any reasonable manner, but not in any way that suggests the licensor endorses you or your use. ShareAlike — If you remix, transform, or build upon the material, you must distribute your contributions under the same license as the original. No additional restrictions — You may not apply legal terms or technological measures that legally restrict others from doing anything the license permits. You do not have to comply with the license for elements of the material in the public domain or where your use is permitted by an applicable exception or limitation . No warranties are given. The license may not give you all of the permissions necessary for your intended use. For example, other rights such as publicity, privacy, or moral rights may limit how you use the material.