



ED LAWRENCE

Ed is a professional résumé and profile writer and career coach dedicated to helping people achieve their career goals whether that entails gaining meaningful employment in their current field or transitioning to a new career. A certified technical trainer and instructional designer for over thirty years, Ed understands the challenges in career transition, having transitioned from Marketing to IT to Training to Coaching.

He has coached a variety of individuals (at all levels and at different stages of job search) through his association with the Massachusetts Councils on Aging, the Boston University Center for Career Development, the Massachusetts State Career Center system, the Institute for Career Transitions, and the Framingham Public Library.

Ed hasn't just read about job-transition theory, he's lived it. Having been laid off multiple times, he knows a bit about what you're going through and how you feel.

Ed's favorite saying is "Persistence is omnipotent."

Expertise

- Behavioral Assessments
- Career Coaching
- LinkedIn
- Networking
- Interview Preparation
- Résumés and Applicant Tracking Software (ATS)
- Personal Branding
- Transferable Skills
- Train-the-Trainer

Achievements

- For over six years, has facilitated a practice interview group that has a significant success rate with helping people attain their career goals.
- In-demand presenter for Boston-area libraries, presenting on career-related topics, including Ageism, ATS, Hiring-assessments, Résumés, Cover Letters, LinkedIn, Networking Introductions, Video interviews, and Zoom.
- Official résumé-writer and job coach for the Framingham Public Library.
- Judges CPRW certification submissions for the Professional Association of Resume Writers (PARW).



Ed Lawrence (continued)

Education

National Certified Online Profile Expert (NCOPE) – PARWCC - 2020
Certified Professional Résumé Writer (CPRW) – PARWCC - 2017
Certified Professional Life Coach (CPC) – Certified Life Coach Institute - 2017
MBTI Certified Practitioner – 2017
Certified Everything DiSC Trainer – 2018
Skillscan Certified Drive and Express – 2017
Certified Technical Trainer (CTT+) – Comptia

Memberships

National Career Development Association (NCDA)
The Professional Association of Resume Writers & Career Coaches (PARWCC)
National Résumé Writers' Association
Career Counselor Consortium
Mass Council on Aging
Boston University Career Advisory Network

Publications

Zoom Facilitator Manual (Amazon.com)

