

# FIRST LASTNAME



City, State | 123-123-4567 | Email Address | LinkedIn.com/in/customurl | Personal website or social media URLs

## SUMMARY

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Add a summary here.

## PROFESSIONAL EXPERIENCE

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MONTH YEAR – MONTH YEAR

**Title**, Company Name, City, State

- List accomplishments, not responsibilities
- Make sure they're written in a consistent form
- Use the active voice
- Quantify results wherever possible
- Match the language from the job description

MONTH YEAR – MONTH YEAR

**Title**, Company Name, City, State

- List accomplishments, not responsibilities
- Make sure they're written in a consistent form
- Use the active voice
- Quantify results wherever possible
- Match the language from the job description
- Add more if applicable

## VOLUNTEER WORK

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MONTH YEAR – MONTH YEAR

**Position**, Organization, City, State

## SKILLS

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Productivity Tools, Web Tools, Databases, Common Software, Commercial Technologies

## EDUCATION

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GRAD YEAR

School Name, State

Degree Type, Major, GPA (remove If it's not impressive)

Academic Honors