





FREE

RESUME TEMPLATE

AMY JONES

YOUR PROFESSIONAL TITLE

CONTACT

-  123-589-22-88
-  youremail@gmail.com
-  City, State
-  linkedin.com/username

EDUCATION

YOUR DEGREE NAME / MAJOR
Education
University Name
2012–2014

YOUR DEGREE NAME / MAJOR
Education
University Name
2010–2011

SKILLS

- Relevant Skill
- Relevant Skill
- Relevant Skill
- Relevant Skill
- Relevant Skill
- Relevant Skill
- Relevant Skill
- Relevant Skill
- Relevant Skill
- Relevant Skill
- Relevant Skill

PROFILE

Write a powerful performance summary here. Highlight your most valuable skills, qualifications, achievements, credentials, and other distinguishing information as it relates to and supports your current objective. Integrate keywords and qualifications aligned with the company's specific needs.

Show why you are uniquely qualified, focusing on skills or qualifications, industry expertise, companies worked for, degrees, certifications, awards, and/or other professional credentials.

PROFESSIONAL EXPERIENCE

WRITE YOUR JOB TITLE HERE
Company Name | City, State | Beginning Date–End Date

In 2 lines, summarize your main responsibilities using past tense and provide information about the organization.

- Beginning with a powerful action verb, write up to six responsibilities and/or accomplishments in the past tense.
- Highlight your most relevant qualifications for the job by listing them first.
- Avoid irrelevant experiences.
- Keep descriptions short but add details that show why you're a great candidate.
- Show your accomplishments by using numbers and percentages.

WRITE YOUR JOB TITLE HERE
Company Name | City, State | Beginning Date–End Date

In 2 lines, summarize your main responsibilities using past tense and provide information about the organization.

- Beginning with a powerful action verb, write up to six responsibilities and/or accomplishments in the past tense.
- Highlight your most relevant qualifications for the job by listing them first.
- Avoid irrelevant experiences.
- Keep descriptions short but add details that show why you're a great candidate.
- Show your accomplishments by using numbers and percentages.

WRITE YOUR JOB TITLE HERE
Company Name | City, State | Beginning Date–End Date

In 2 lines, summarize your main responsibilities using past tense and provide information about the organization.

- Beginning with a powerful action verb, write up to six responsibilities and/or accomplishments in the past tense.
- Avoid irrelevant experiences.
- Highlight your most relevant qualifications for the job by listing them first.
- Keep descriptions short but add details that show why you're a great candidate.
- Show your accomplishments by using numbers and percentages.