**[FIRST AND LAST NAME]**

[City, ST] | [###-###-####] | [Email] | [LinkedIn URL]

***DESIRED TITLE***

**[CORE EXPERTISE] | [CORE EXPERTISE] | [CORE EXPERTISE]**

**Summary of Qualifications\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* **[Adjective and Position Descriptor]** with [#] years of experience in [industry] who[description of key credential]
* **[Adjective and Position Descriptor]** who[description of key credential]
* **[Adjective and Position/Skill Descriptor]** specializing in[description of key credential]

**Areas of Expertise\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**[Skill Type]**: [Skill] | [Skill] | [Skill] | [Skill]

**[Skill Type]**: [Skill] | [Skill] | [Skill] | [Skill]

**Professional Experience\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**[Position Title]** | [Company Name] |[City, ST] [Start Month YYYY] **–** [End Month YYYY]

*[Job overview with main responsibilities/initiatives/efforts + short description of company; 1-3 sentences].*

* [Active Verb + Contribution + Results and/or Metric]
* [Active Verb + Contribution + Results and/or Metric]
* [Active Verb + Contribution + Results and/or Metric]
* [Active Verb + Contribution + Results and/or Metric]

**[Position Title]** | [Company Name] |[City, ST] [Start Month YYYY] **–** [End Month YYYY]

*[Job overview with main responsibilities/initiatives/efforts + short description of company; 1-3 sentences].*

* [Active Verb + Contribution + Results and/or Metric]
* [Active Verb + Contribution + Results and/or Metric]
* [Active Verb + Contribution + Results and/or Metric]
* [Active Verb + Contribution + Results and/or Metric]

**Awards\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**[Award/Honor]** [Month YYYY]

**Certifications\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**[Certification]** | [Certifying Organization]Received/Expires: [YYYY]

**Education\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**[Degree]** [YYYY]

[College/University]|[Location]