Full Name

Target Job Title

City, State | Phone Number | Email Address | LinkedIn URL

SUMMARY

Write 2 to 3 sentences here. Cover your role, experience level, and top skills. Example: Second-year marketing student with hands-on experience in social media campaigns and content writing. Skilled in Canva, copywriting, and audience research.

EDUCATION

Degree Title, Field of Study **Graduation Year**

Institution Name, City/State

EXPERIENCE

Job Title **Month Year - Present**

Company Name *City, State*

Write 3 to 5 bullet points here, one per line. Each one needs an action verb, a task, and a measurable result. Example: Coordinated a 3-day college fest for 500+ students, managing a 10-person volunteer team and a Rs. 50,000 budget.

SKILLS

List 6 to 10 hard and soft skills that match the job description. Example: MS Excel, Content Writing, Canva, Social Media Management, Communication, Teamwork, Time Management.

CERTIFICATIONS

Certification Name - Issuing Organization *Year*