**YOUR NAME**

City, State Zip code • Phone number• Your email

**TECHNICAL KNOWLEDGE AND SKILLS**

**Operating Systems:**

**Technical Support:**

**Languages:**

**Database Management:**

**Applications:**

**EDUCATION**

**Full Name of Degree,** Name of Your Minor – Month and year of your graduation date

Bellevue University, Bellevue, NE GPA 3.##

• Academic awards, honors, or scholarships

**CERTIFICATIONS**

**Month Year,** Name of Certification, Issuing Organization, City, State

**PROFESSIONAL EXPERIENCE**

**Your Position Title** Month Year – Month Year

Organization Name, City, State

* Bullet point describing what you did in this role or any accomplishments you had using action + project + result format. Add or delete bullet points as needed.
* Another bullet point
* Another bullet point
* Another bullet point

**VOLUNTEER EXPERIENCE**

**Volunteer (or your title),** Organization Name, City, State, Month Year – Month Year

**ADDITIONAL EXPERIENCE**

**Your Position Title** (Month Year – Month Year)

Organization Name, City, State

* Bullet point describing what you did in this role or any accomplishments you had using action + project + result format. Add or delete bullet points as needed.
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