


A|B

NAME

Position/Title

 Phone Number

 E-Mail Address

 Montreal, QC

 LinkedIn URL

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## SKILLS

List your strengths relevant for the role you are applying for. You can use key words, show numbers and stats.

- Team player
- Reliable
- Attention to detail
- Improving efficiency
- Productive
- Optimistic
- Languages: English and French

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## TECHNICAL SKILLS

- Microsoft Office
- Adobe Photoshop
- Photography
- Social Media
- MAC operating system
- Windows operating system

## SUMMARY / OBJECTIVE

Briefly state your career objective, or summarize what makes you stand out. An objective should include information on the career that you want and why you are an ideal candidate for the job.

Be brief and use language from the job description as keywords.

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## EXPERIENCE

**Job Title - Company**

**Dates From - To**

- This is the place for a brief summary of key responsibilities and most stellar accomplishments
- Do not list everything – keep it relevant and include data that shows the impact you have made
- Three to five points is sufficient

## EDUCATION

**Degree Title**

School

Month, Year

You might want to include your GPA and a summary of relevant coursework, awards and honors.

## ACTIVITIES

Did you manage a team for your club, sports, leisure, lead a project for your favorite charity, volunteer experience.