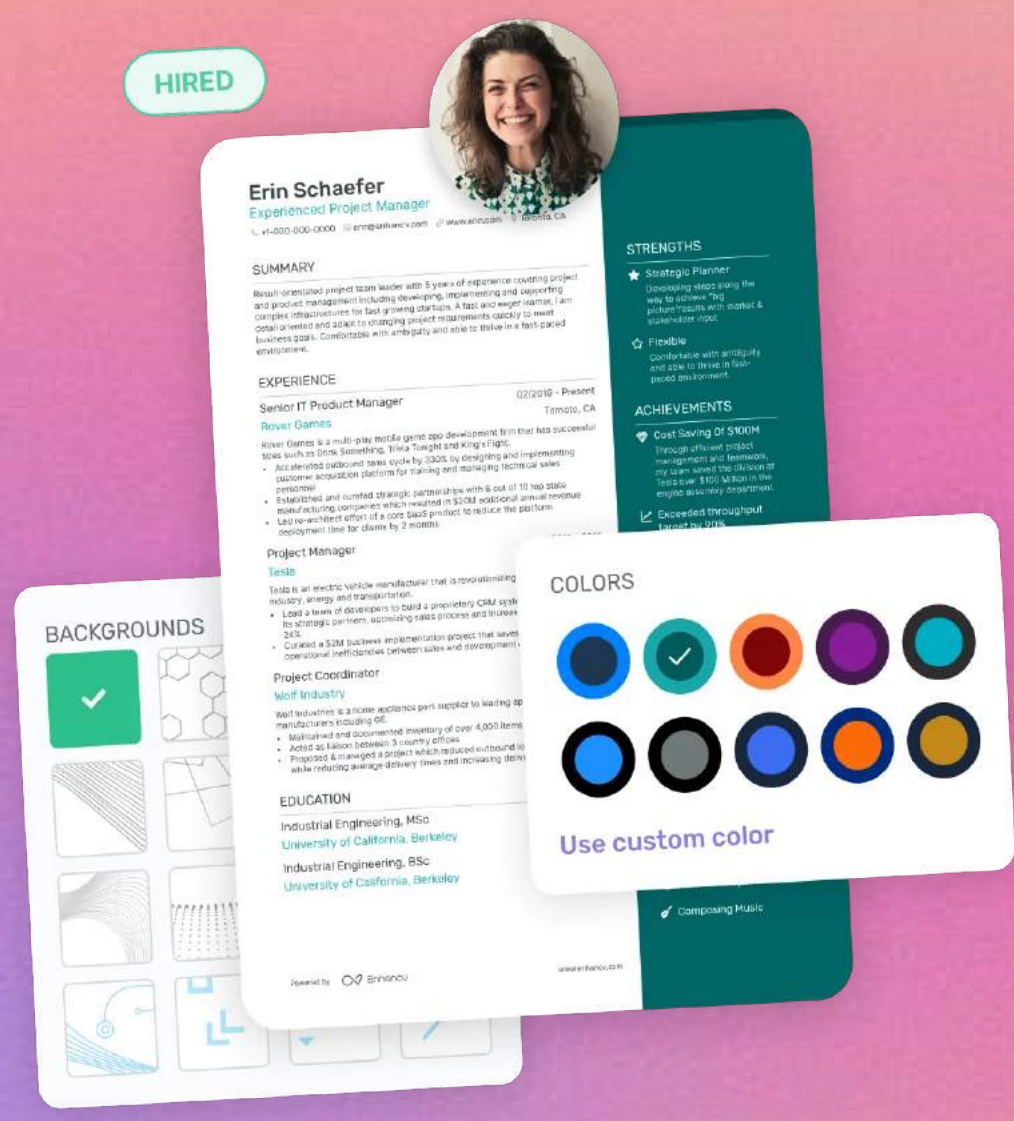


Get your dream job with JOBFIT professional resume builder

Create the perfect resume in just minutes by choosing from 200+ resume template configurations to best exemplify your professional experience.

No credit card required

Build My Resume



HOW IT WORKS

CREATE A RESUME IN MINUTES



Effortless

Easy to use with a step-by-step wizard that guides you through choosing the right words to use in each section.



Cutting-edge

Our state-of-the-art technology helps you complete a stand-out resume easily and quickly.



Powerful

Your resume will showcase your greatest strengths, talents, and accomplishments.

GET STARTED NOW

Get started with a free professional resume template



Explore our free **resume templates**, built by professional graphic designers and optimized for applicant tracking systems (ATS). Easily customize your chosen template to create an eye-catching resume that sets you apart from the competition.

VIEW ALL TEMPLATES

Get hired fast with advanced job search features



Resume Tailoring

The dashboard analyzes job descriptions and suggests keywords to include in the resume.

The application allows users to upload their resume and automatically tailors it for each job application based on the job description.



Centralized Application Tracking

The dashboard provides a single platform to track all job applications across multiple job boards.

Users can easily view the status of each application, including whether it's pending, rejected, or under review.

Build a Portfolio using a free, professionally designed template



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Streamline your design workflow and unify your team.

From conception to presentation with one online solution.

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Your path to success starts

SIGN IN TO YOUR ACCOUNT

 LINKEDIN

 GOOGLE

 FACEBOOK

OR

Email*

Password*

SIGN IN

Forgot your password?
New User? **Create an account**

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*Enter required details

Your name*

Email*

Password*

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Your Email

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JOBFIT DASHBOARD

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CREATE PROFILE

Craft your professional identity and unlock opportunities with a personalized profile showcasing your skills and experiences.



BUILD RESUME

Create a professional resume effortlessly by choosing from a variety of pre-designed templates



CREATE PORTFOLIO

Create a stunning professional portfolio effortlessly with our customizable templates, showcasing your skills and accomplishments in style.



UPDATE PROFILE

Easy to use with a step-by-step wizard that guides you through choosing the right words to use in each section.



TAILOR RESUME

Easy to use with a step-by-step wizard that guides you through choosing the right words to use in each section.



JOB APPLICATIONS

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YOUR CURRENT RESUME



VIEW YOUR CURRENT RESUME

DOWNLOAD YOUR CURRENT RESUME

UPDATE YOUR CURRENT RESUME

SHARE YOUR CURRENT RESUME

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DOWNLOAD YOUR CURRENT PORTFOLIO

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UPLOAD RESUME



STEP 1: ENTER YOUR PERSONAL DETAILS

Your personal details help us create a personalized experience for you. Please provide accurate information to ensure that you receive relevant job opportunities and updates. Your privacy and security are important to us, and your information will be handled with the utmost care.

*First Name

Job Title

*Email

City

State

*Last Name

Phone

Address

Zip Code

Country

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UPLOAD

Fill Out the below details to create your profile!!

OK

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*First Name

*Last Name

Job Title

Phone

*Email

Address

City

Zip Code

State

Country

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*Last Name

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STEP 2: PROFESSIONAL EXPERIENCE

Provide information about your previous roles, including job titles, companies worked for, duration of employment, and key responsibilities and accomplishments. This section is your opportunity to showcase your expertise and demonstrate your value to potential employers. Be thorough and concise in describing your experiences to give recruiters a clear understanding of your background and capabilities.

Position Title

Company Name

Start Date

End Date

Location:

Work Summary



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STEP 3: EDUCATION

Share your academic journey and qualifications with potential employers by providing details about your education. Include information about your degrees, diplomas, certificates, and any relevant coursework. Highlighting your educational background helps employers understand your expertise and foundation in your field. Don't forget to mention any honors, awards, or notable achievements during your academic pursuits.

*School Name

School Location

*Start Date

*End Date

*Degree

*Field of Study

Description (optional)

eg., Coursework, subjects,



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STEP 4: SKILLS

Highlight your unique strengths and expertise by listing your skills here. Whether it's technical proficiency, soft skills, or industry-specific knowledge, providing a detailed list of your capabilities helps employers understand what you bring to the table. Think about your past experiences and accomplishments to identify the skills that set you apart. Let's build your skillset and make your profile stand out!

Skill



X JAVA

X Web

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Enter atleast five skills

Skill



X

JAVA

X

Web

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STEP 5: SUMMARY


This section allows you to highlight any additional skills, certifications, languages spoken, or other relevant information that sets you apart. Providing comprehensive details here ensures that employers have a well-rounded view of your capabilities and qualifications, increasing your chances of finding the perfect job match. Don't miss this opportunity to showcase your unique strengths and make a lasting impression!


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Create your Profile

Take the first step in crafting a compelling personal details by creating a tailored work, and a

CREATE YOUR PROFILE



PROFILE CREATED SUCCESSFULLY!!

HOME

This section allows you to showcase your skills, experiences, and qualifications, increasing your chances of finding the perfect job match. Don't miss this opportunity to showcase your unique strengths and make a lasting impression!

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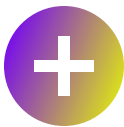
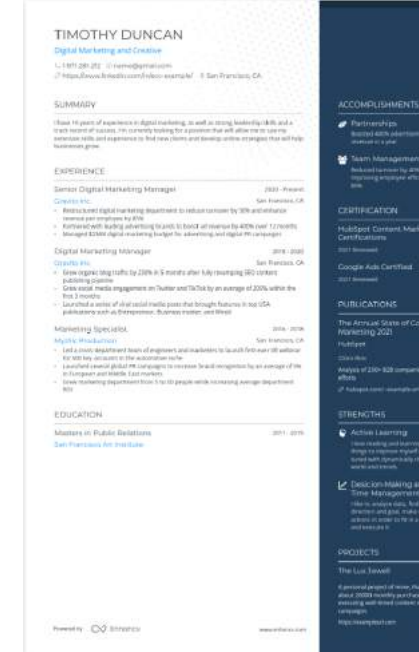
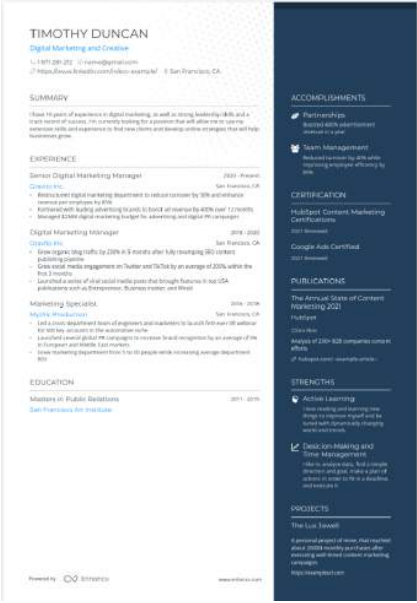


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Our best templates



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Review Resume

Review, edit and download your resume. You can always make changes later.

Check Out Your Current Resume!



Lawrance Smith

Certified Medical Assistant

Meticulous, patient-focused Certified Medical Assistant with 10+ years of extensive experience in providing a variety of healthcare services and administrative assistant to support organizational objectives. Possess a genuine passion for delivering premium, compassionate patient care, and helping diverse people within the healthcare industry.

WORK EXPERIENCE

Medical Assistant

First Choice Health Institute

- 08/2016 - Present
- Dallas, TX
- Support the implementation of quality assurance and control programs to guarantee proper compliance with the OSHA, HIPAA, and CLIA regulations, resulting in improved patient satisfaction and a 12% decrease in overhead costs.
 - Maintain and enhance the organization's credibility by ensuring the cleanliness and sanitation of all facilities, equipment, and exam rooms.
 - Oversee multiple related responsibilities with a high level of proficiency, such as taking the patient's vital signs and medical history, as well as performing injections, venipunctures, and ancillary tests per the organization's established guidelines.
 - Demonstrate independence and efficiency in handling various administrative duties, including maintaining medical records and scheduling appointments, among others, enabling doctors and staff to focus on patients' healthcare concerns.
 - Contribute as a pivotal member of the interdisciplinary healthcare team by providing ongoing assistance to 20+ medical doctors, physician associates, and staff nurses to guarantee seamless office operations and optimal patient care.

Medical Assistant

Priority Heartbeat Medical Services

- 02/2012 - 06/2016
- Houston, TX
- Monitored periodically and recorded the patient's vital signs, test results, and other information for proper documentation while asserting strict confidentiality.
 - Accommodated the patient's and doctor's request regarding various concerns/matters related to diet programs, nutritional supplements, treatment procedures, and medical supplies availability.
 - Maintained records of patients' health progress and communicated with the patients and their families to explain the medical procedure as well as the prescribed diet and medications for their continuous recovery.

Medical Office Assistant

Health & Wealth Medical Center

- 06/2009 - 12/2011
- Houston, TX
- Professionally attended to more than 40 patients daily through the center's phone system and appointment calendar.
 - Assisted in conducting examinations and necessary lab tests for more than 500 patients and accurately recorded the results into the center's database.
 - Interacted closely with patients to take and record their vital signs and biopsies, such as heart rate and blood pressure.

EDUCATION

Bachelor of Science in Healthcare Management

University of Houston

2006 - 2009

- lawrance@novoresume.com
- 213 1455 555
- Houston, TX
- linkedin.com/in/lawrance.s

SKILLS

- Patient Care
- Database Management
- Inventory Management
- Medical Billing
- Administrative Support
- Prioritization
- Health Regulatory Compliance
- Conflict Resolution
- Leadership

CERTIFICATES

- Certified Phlebotomy Technician
National Healthcareer Association
- CPR & First Aid Training
eCPRcertification.com
- Medical Billing and Coding Certification
American Academy of Professional Coders (AAPC)
- Certified Medical Assistant
American Association of Medical Assistants (AAMA)
- Advanced Care Life Support Certification
American Heart Association
- Basic Life Support Certification
American Heart Association

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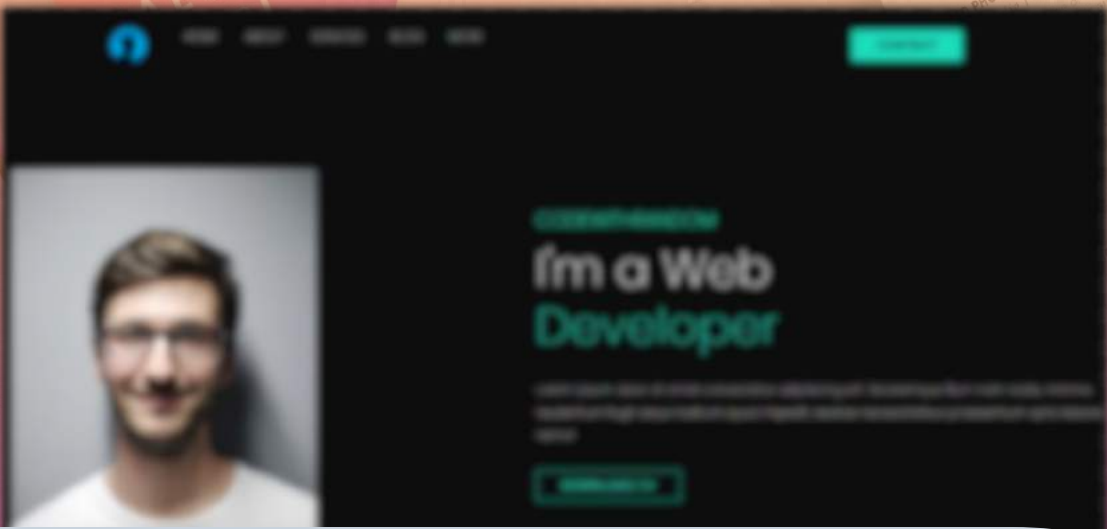
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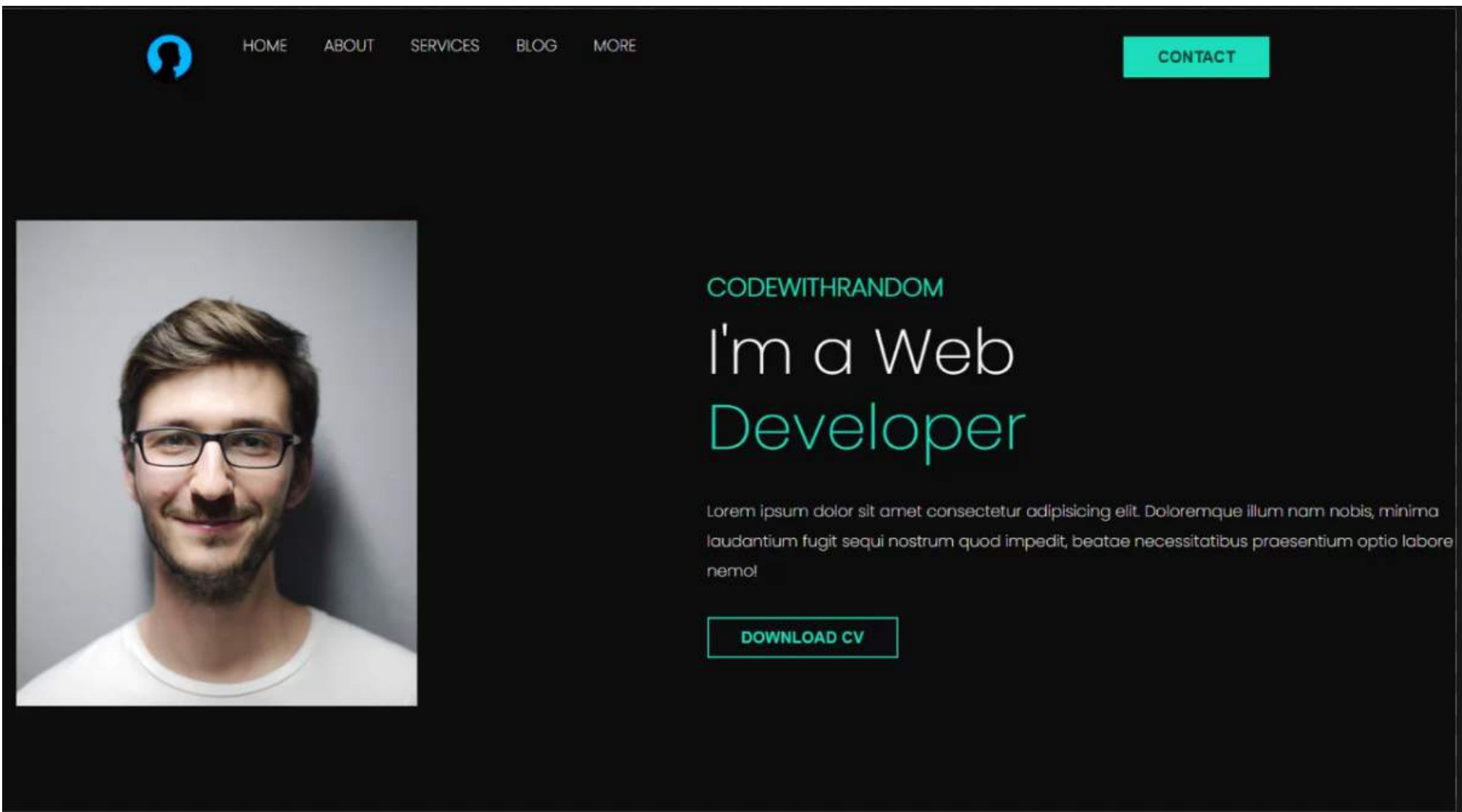


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Review, edit and download your portfolio.
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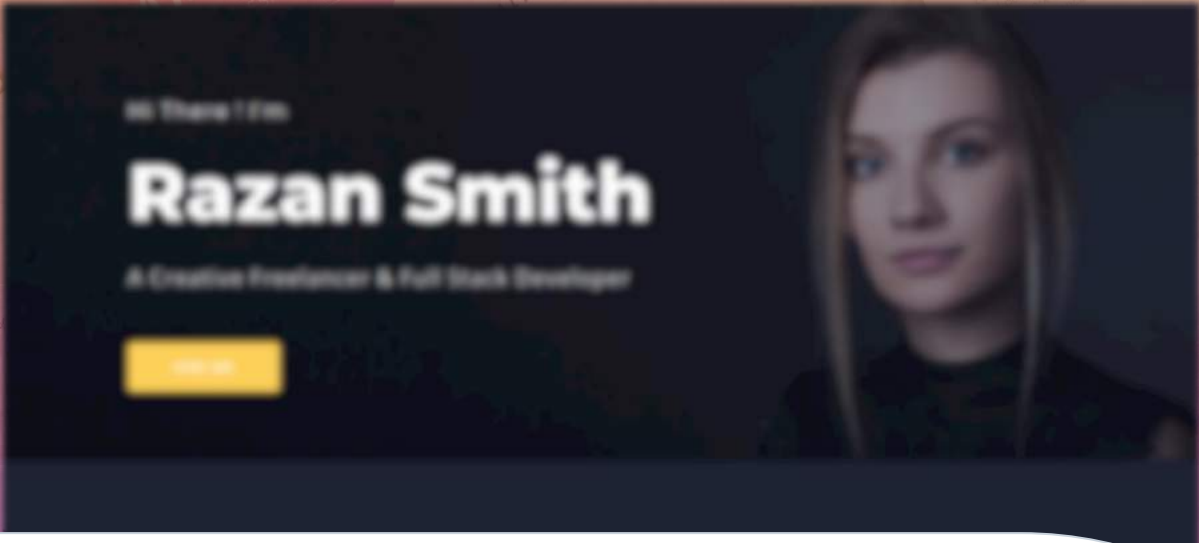
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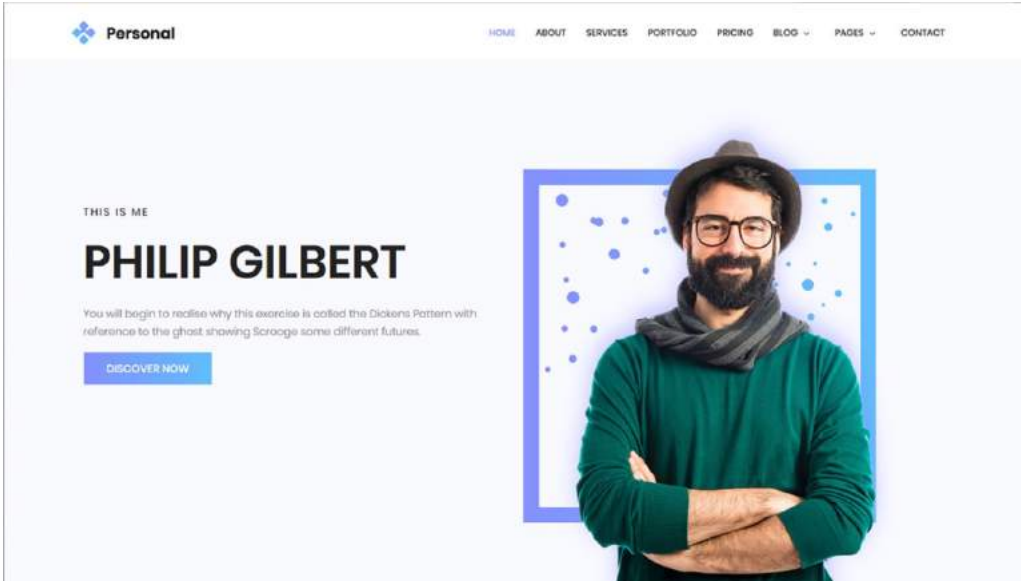
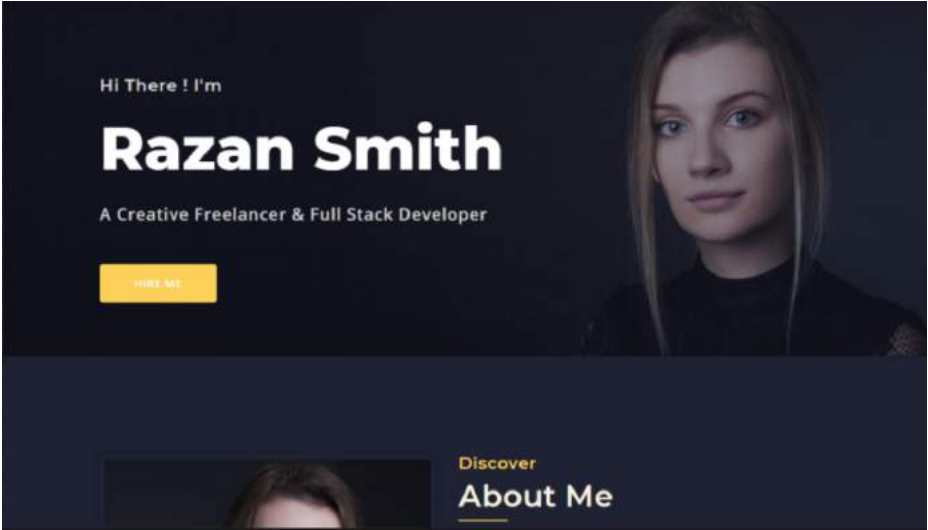
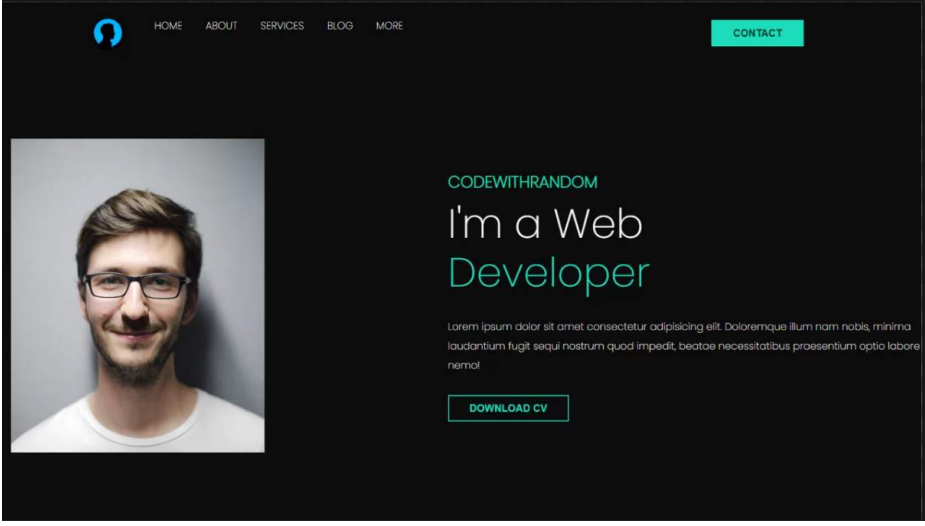
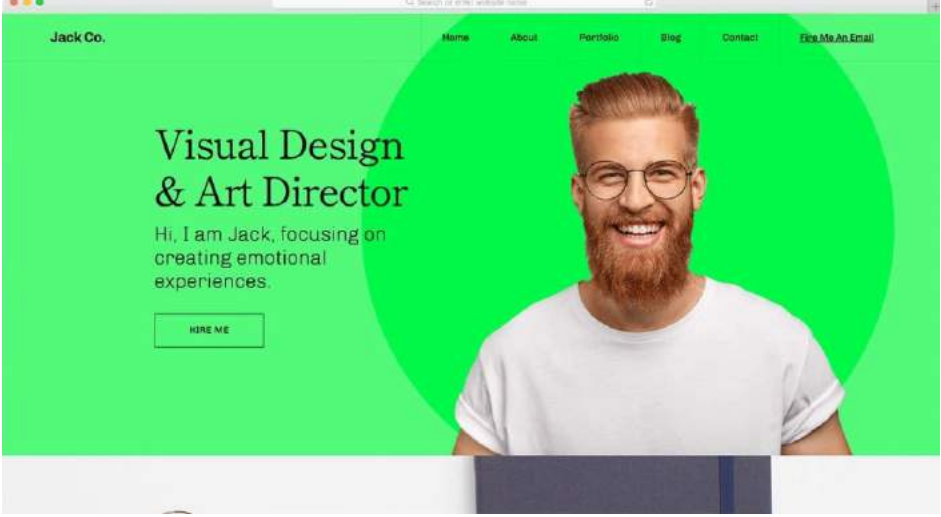
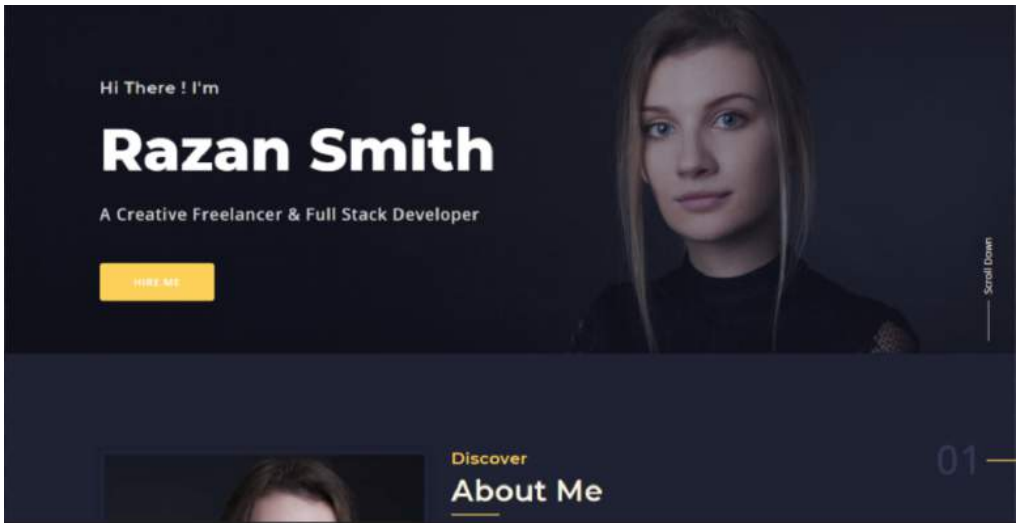
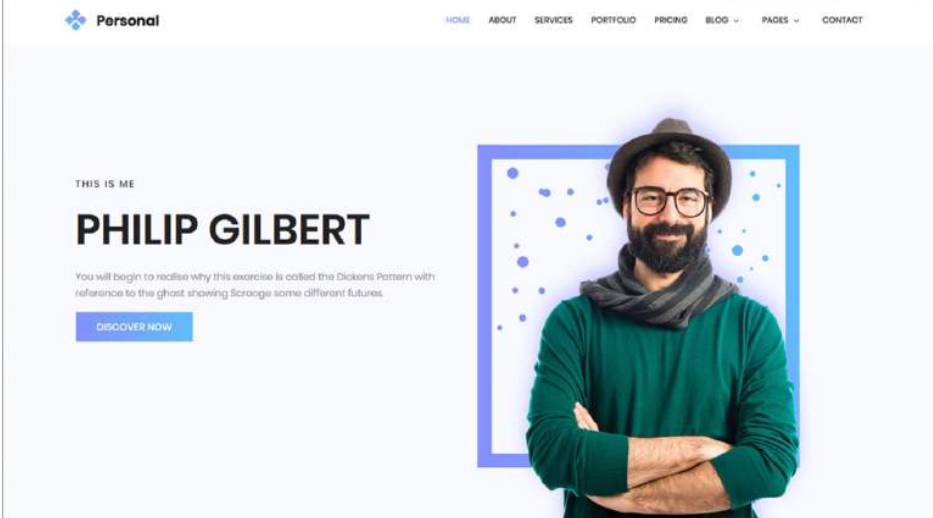
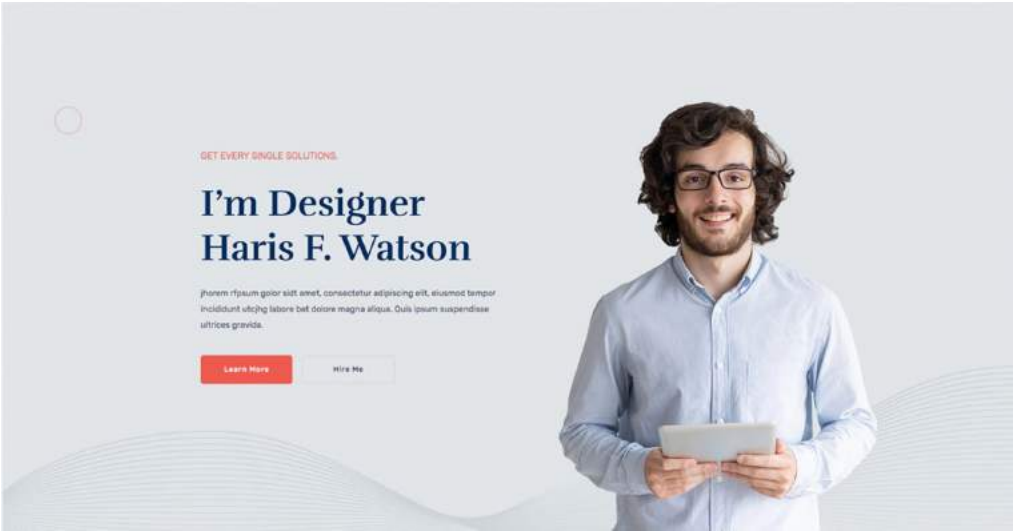
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Portfolio Templates

Showcase your work with an online portfolio.
Our designed templates help you spotlight
your best work



✦ Our best templates




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Optimize your job aplication

Welcome to our Resume Tailoring Tool! Paste your job description below and let us help you find the perfect words to enhance your resume.

An opportunity to feel like a champion!



Customize your resume

How it Works:

Simply copy and paste the job description from the position you're interested in.

Our tool will analyze the text and suggest relevant keywords and phrases to incorporate into your resume.

Customize your resume effortlessly to match the job requirements and increase your chances of standing out to employers.

Enter Job Description:

B

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Customize your resume

FAQs:

- **How accurate are the keyword suggestions?**Our tool uses advanced algorithms to analyze job descriptions and provide relevant keywords. While we strive for accuracy, it's always a good idea to review and tailor the suggestions to your specific experience and skills.
- **Can I use this tool for multiple job applications?**Absolutely! Feel free to use our Resume Tailoring Tool for as many job applications as you need. It's designed to help you optimize your resume for each position you're interested in.
- **Is my data secure?**We prioritize the security and privacy of your data. Rest assured that any information you paste into our tool is treated with the utmost confidentiality and is not stored beyond your session.

Here are some suggested keywords:

JAVA

Web

Express.JS

Node.js

Python

Machine learning

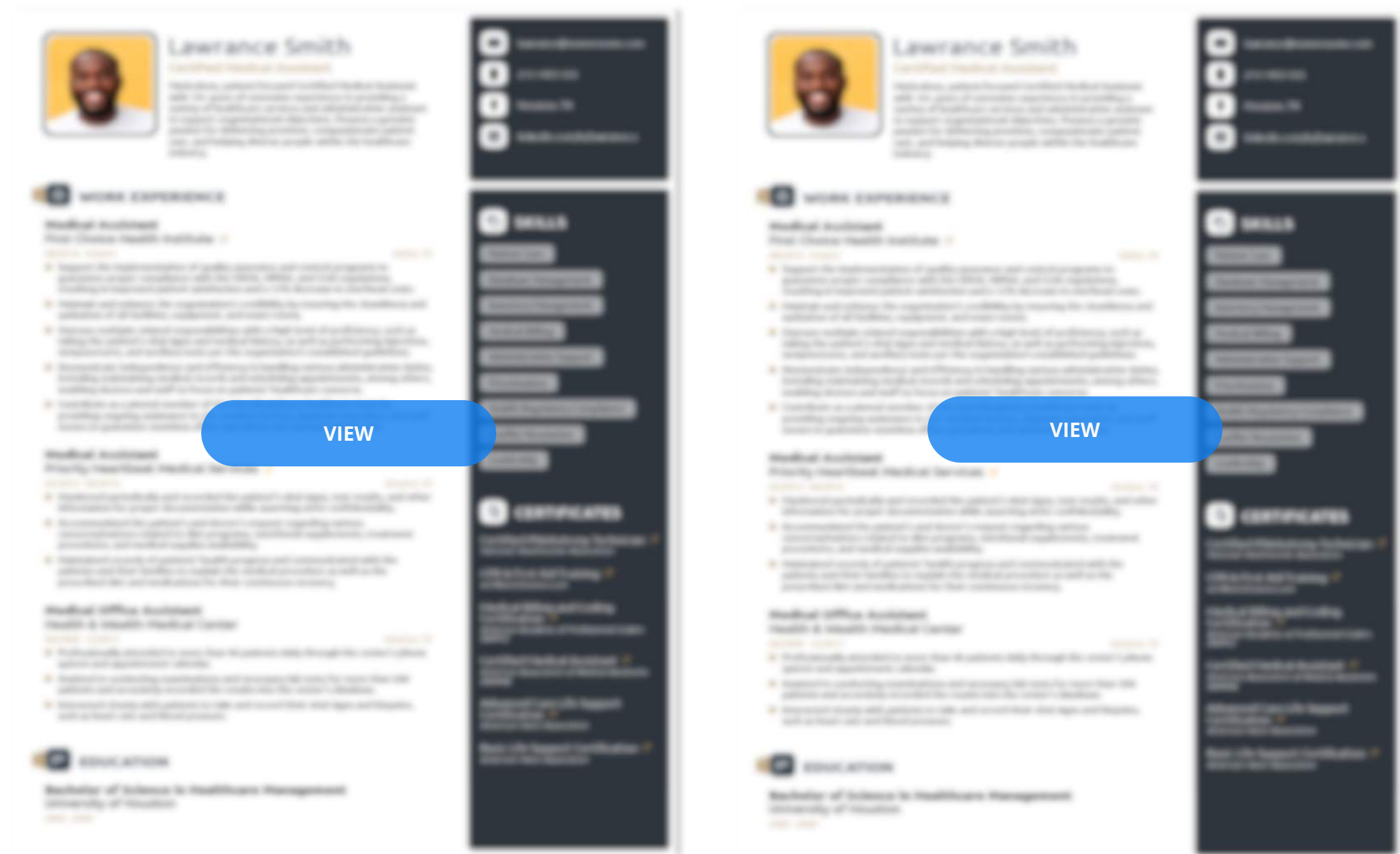
Android Studio

GraphQL

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Organize your job search

Easily monitor the status of all your job applications in one convenient location. Stay updated on which jobs you've applied to, the dates of application, and any follow-up actions needed.




Application Dashboard


COMPANY NAME	JOB TITLE	DATE CREATED	LINK	STATUS
T-Mobile	Full Stack developer	5th Feb 2024	https://careers.t-mobile.com/	Reject
IBM	Frontend Developer	5th Feb 2024	https://www.ibm.com/careers	Under Review
Amazon	Full Stack Developer	1st Feb 2024	https://www.amazon.jobs/en/	Under Review
Tesla	ML Engineer	9th Feb 2024	https://www.tesla.com/careers/search/?site=US	Reject
StateStreet	ML Engineer	9th Feb 2024	https://careers.statestreet.com/global/en	Under Review
Meta	ML Engineer	9th Feb 2024	https://www.metacareers.com/	Under Review




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Add a job



Company Name

Role

Date applied

Link

Status

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Amazon	Full Stack Developer	1st Feb 2024	https://www.amazon.jobs/en/	Under Review
Tesla	ML Engineer	9th Feb 2024	https://www.tesla.com/careers/search/?site=US	Reject
StateStreet	ML Engineer	9th Feb 2024	https://careers.statestreet.com/global/en	Under Review
Meta	ML Engineer	9th Feb 2024	https://www.metacareers.com/	Under Review

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Import jobs from file



Select File :

Choose File No file chosen

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COMPANY NAME	JOB TITLE	DATE CREATED	LINK	STATUS
T-Mobile	Full Stack developer	5th Feb 2024	https://careers.t-mobile.com/	Reject
IBM	Frontend Developer	5th Feb 2024	https://www.ibm.com/careers	Under Review
Amazon	Full Stack Developer	1st Feb 2024	https://www.amazon.jobs/en/	Under Review
Tesla	ML Engineer	9th Feb 2024	https://www.tesla.com/careers/search/?site=US	Reject
StateStreet	ML Engineer	9th Feb 2024	https://careers.statestreet.com/global/en	Under Review
Meta	ML Engineer	9th Feb 2024	https://www.metacareers.com/	Under Review

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