

Your Name

(Add contact info, only when sending your CV outside of WAVE)

EXPERIENCE

Company Name, Location

MONTH, 20XX - MONTH, 20XX

Brief description of the company (3 to 4 words e.g. A Bar and Lounge)

Job Title e.g. Class Teacher

Achievements (at least 3):

- What you did and the result (E.g. **Prepared 45 students for SSCE and 80% got straight A's**)
- What you did and the result (E.g. **Increased sales by 30% through strategic marketing**)

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(N.B.) -

- In your CV include **at most 3 Experiences**
- In your **Achievements** use past action verbs like **increased, prepared, managed** or **conducted**, do not say, " **I increased or I prepared or I started.**"
- Ensure that your **Experience** and **Education** are arranged from the most recent to the oldest. E.g. **2020 comes before 2018 as well as 2014.**
- **Months** should be written in full (E.g. **December is correct** and not **Dec. is wrong**)

EDUCATION

School Name, Location (E.g. Yabatech, Lagos)

MONTH, 20XX - MONTH, 20XX

Degree and Course of Study E.g. OND, Accounting

School Name, Location

MONTH, 20XX - MONTH, 20XX

Degree and Course of Study E.g. SSCE

SKILLS/ABILITIES

- Lorem ipsum dolor sit amet,
- consectetur adipiscing elit,
- sed diam nonummy nibh
- euismod tincidunt ut laoreet.

HOBBIES/INTERESTS

- Lorem ipsum dolor sit amet.
- Aenean ac interdum nisi.
- Aenean ac interdum nisi.