

tech jobs:

# CV template



# Name Surname

job title

- 7-10 short sentences are just fine, present it as a bulleted list;
- list your strongest skills;
- include your major areas of expertise, if you possess any professional certification – list it here;
- mention business domains in which you feel the most confident;
- create long-lasting positive impression using active verbs and describing achievements / goals / results achieved;
- describe your reliability and responsibility level (are you expected to work under supervision? self-dependent? supervising others? leading the team? etc.);
- degrees can also be mentioned in the summary section as it might be considered as a competitive advantage;
- do not include your personal information, such as your marital status, children etc.

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## technical skills

*mark all relevant technical skills, mark business skills, specify methodologies (agile, scrum, waterfall, itil, for pm - prince or pmbok, or similar)*

- languages:
- technologies and frameworks:
- tools:
- operating systems:
- databases:
- version control systems:
- integrated development environment:
- web/application servers:
- methodologies:

# work experience

start day -      company name  
- end date      position

**customer:** write 1-2 sentences about the customer: business domain, global/local importance, possibly some major milestones  
**project:** write 2-3 sentences about the project: its scope and business value for the customer, the scale of the project and its challenges  
**team size:** a brief list of specialists involved in the project **project role:** mention all the project roles you played, they might differ from the position you occupied  
**tasks performed:**

- write 5-7 sentences about your role on the project. focus on things like personal responsibilities and input to the project, your day-to-day activities, the methodology adopted, communication levels on which you were involved

**environment:** enumerate languages/databases/tools/technologies, etc. used in the project

## education

name of the education establishment:  
faculty/college:  
degree (diploma):  
specialty:

## trainings/courses

## certificates