

# Your Name

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123 Your Street  
Your City, ST 12345  
(123) 456-7890  
no\_reply@example.com

## EXPERIENCE

### Company, Location — Job Title

MONTH 20XX - PRESENT

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### Company, Location — Job Title

MONTH 20XX - MONTH 20XX

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### Company, Location — Job Title

MONTH 20XX - MONTH 20XX

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## EDUCATION

### School Name, Location — Degree

MONTH 20XX - MONTH 20XX

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### School Name, Location — Degree

MONTH 20XX - MONTH 20XX

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## PROJECTS

### Project Name — Detail

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## SKILLS

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## AWARDS

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## LANGUAGES

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# Dear Job Seeker,

Each Google Docs resume template is designed to be easy to fill out and help you land an interview.

But that doesn't mean filling in all the details is easy.

If you're struggling to write your resume, here are some free resources to help you put together a job application that convinces employers you're the right person for the job:

- [Free Resume Builder](#)
- [How to Write a Resume](#)
- [Resume Samples by Industry](#)

Once you have a great resume, pair it with a convincing cover letter by downloading a matching [Google Docs cover letter template](#).

Additionally, here are a few resources to help you write a cover letter that gives your application the boost it needs to land you an interview:

- [Cover Letter Builder](#)
- [How to Write a Cover Letter](#)
- [Cover Letter Examples by Industry](#)

Best regards,

**The Resume Genius Team**