ABOUT

If you think it’s beneficial for your resume, use this space to type a few words about yourself. A brief paragraph may be helpful if you are making a career change or applying for a position for which you don’t have much relevant experience. The font for your name and headings is [Oswald](http://www.fontsquirrel.com/fonts/oswald).

EXPERIENCE

**Position Title • Your Former Employer • April 2014 – November 2015**

*Include a brief blurb of the most salient points of your duties and achievements. Be concise. You can save details for your cover letter or interview.*

**Position Title • Your Former Employer • April 2014 – November 2015**

*Adjust the spacing between headings with the “Paragraph Spacing” tool, not by pressing the enter key. Leave at least 6pts of space between sections. Try centering the whole resume.*

**Position Title • Your Former Employer • April 2014 – November 2015**

*Keep in mind that this resume MAY NOT print on most printers. It is best used for sending by email and viewing online. Just be sure to save and send it as a PDF, not as a Word file.*

EDUCATION

I am a graduate of **This University** with a B.A. in **Subject** and a minor in **Subject**.

Include any other relevant information regarding your achievements or degrees here.

PROJECTS

**Project One | Date**

*Summarize your personal, work-related, or academic projects here.*

**Project Two | Date**

*Change the links below to your websites/usernames, or substitute the words below with your contact information or a quote. Right click and choose “Edit Hyperlink”. If you plan to print your resume, add your usernames after each network. (E.g. Twitter: @username).*