**Experience**

**Education**

**Certifications**

**Personal InfO**

**Address:**

Address

City, State, Zip

**Phone:**

xxx-xxx-xxxx

**Email:**

Student.name@gmail.com

LinkedIn:

**Skills**



Student Name

How this template was created:

1. Using Word
2. Insert > Textbox - added 3 textboxes
3. Click on a textbox, then can add shading to the shape or remove shading
4. Used Fill bucket to highlight Experience, Education, Certificates
5. Insert > Shapes > Line – to draw the line after Personal Info and Skills. Line is 1.98 long

**Contact**

**State ZIP Phone**

**Email**

**Profile**

**Describe your main qualities and your biggest strengths**

**Objective**

**Describe your career goals and position requirements**

**References**

**References are available on request.**