

GABRIEL SHELBY

Web Developer

I am a solution-oriented web developer with an eye for detail. I have years of experience in database administration and website design.

LinkedIn Profile:
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hello@reallygreatsite.com
+123-456-7890
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[Click here](#) for my portfolio

Work Experience



Web Developer

Anissa & Tam Industries, a global tech firm that specializes in providing a range of online services to users

March 2022 to August 2025 (3 years, 5 months)

- Maintained a user satisfaction rating of 100% year over year by providing responsive tech support to clients
- Increased monthly productivity by 60% by creating software to organize, track bugs, and add feature requests
- Boosted team efficiency by 10% by building and maintaining documentation sites using various programming languages

Intern

Anissa & Tam Industries

Oct 2021 to Dec 2021 (3 months)

- Learned about the operations of the company's tech team
- Coordinated communications between multiple departments

Education History



Bachelor of Science in Computer Science

Institution: De Loureigh University

Year of Graduation: 2022

- Cum Laude
- President, ComSci Club, De Loureigh Chapter

Relevant Skills

- Java, HTML, CSS, jQuery, PHP, SQL
- Front End & Back End Coding
- Technical Documentation

Volunteer Work and Interests

- **Volunteer Math Teacher**, Lily River Children's Foundation
- **Member**, Pride Power Organization, Grayerville Chapter

RESOURCE PAGE

Some tips for creating an effective CV

- You want your CV to have a **link to your LinkedIn account and your portfolio site** so recruiters can immediately see what you've accomplished.
- Add the **logo of the companies** you have worked in. Link their website or LinkedIn profiles too. Write a short description of what the company does if they are not well known.
- Remember to **add how long you have stayed in a particular role**. Write out the years and months. Example: *Jan 2020 to June 2022 (2 years and 5 months)*.
- When writing out your achievements and responsibilities for a job, it is ideal to follow this format: "I have achieved X by doing Y with a result of Z." **Quantitative information is highly preferred.**
- **Only list skills you are confident in and are relevant to the job.** You may also list specific software or tools that are important to the role.
- Adding your **photo to a CV is optional**. Photos help recruiters remember you, but there is a risk of unconscious bias.
- Adding **volunteer work and other interests is optional**. Information under this section may seem irrelevant but it can build rapport with recruiters.
- **Do not crowd your CV**. Feel free to use a second page, which usually features your educational background and other achievements and awards.
- Ensure that the **CV's design aesthetic matches the job** you are applying for. For creative roles, you may prefer CVs with a touch of color. For more corporate roles, go for a more simple design.
- Having a **list of references is no longer required** in CVs. The same goes for a summary or objective section.

What recruiters usually look for in a CV (in order of importance):

- Experience
- Role or Title
- Company's Credibility
- Results, Responsibilities, Achievements
- Portfolio
- Contact Information
- Skills & Relevant Software
- Educational Background
- Volunteering and Other Interests

Important:

Download your CV as a PDF. Do not use docx, png, or jpg since an applicant tracking system may not be able to properly display the file or scan the text.