



Says

What have we heard them say?  
What can we imagine them saying?



Thinks

What are their wants, needs, hopes, and dreams?  
What other thoughts might influence their behavior?

Find the right template. Choose from hundreds of professionally-designed resume templates. ...

Personalize your resume. After picking a template, use Canva's drag and drop design tools to tweak your resume. ...

Use our CV generator whether you're a fresh grad looking for your first opportunity or a mid-level professional ready for your next big break. Find industry-specific CV templates and design layouts that show off your unique personality. Send your CV in your format of choice—as a hi-res PDF, a one-page CV website, or as a high-quality print ordered straight from Canva.

Your resume is a reflection of you. This page or two of digital paper needs to quickly and succinctly sell the story of your amazing experience, skills, education and background and most importantly, should help you stand out from the crowd. So how do you craft the perfect resume to 'wow' the recruiting team at your dream workplace?

First impressions count. Whether you've got years of experience or are newly joining the workforce, a killer resume is your first opportunity to make an impact on your potential employer and will dramatically increase your chances of getting an interview. In this three-part series, we'll take a look at how to master the art of building the perfect resume to win your next gig.

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Type your paragraph...



Persona's name  
Short summary of the persona

I am flexible, reliable and possess excellent time keeping skills. I am an enthusiastic, self-motivated, reliable, responsible and hard working person. I am a mature team worker and adaptable to all challenging situations. I am able to work well both in a team environment as well as using own initiative

I am an experienced joiner with well developed skills and experience in groundwork, concrete finishing and steel fixing and have worked in the construction industry since 1982. I am also a skilled labourer who has supported many different trades over the years. I have a full clean UK driving licence with entitlement of up to 7.5 tonne. I am keen to return to work after a period of training and personal development which has broadened my skills and experiences.

I am a flexible and experienced insurance administrator with excellent time management skills. I am a good communicator with proven inter personal skills and am used to working in a team whilst also being capable of using own initiative. I am skilled In dealing with problems in a resourceful manner and negotiating to achieve beneficial agreement. I am always enthusiastic to learn and undertake new challenges.

With Canva's free resume builder, we've taken the heavy lifting out of designing and formatting your resume. Using our flexible templates will save you hours—all you need to do is add your professional experience and customize the existing design as needed

On average, recruiters take six seconds to look at a resume. So, if you're looking for a distinctive way to highlight your skills, Canva's templates offer unique designs that will help you stand out.

Whether you're a lawyer who works in the corporate sector or an interior stylist in the creative industry, Canva's graphic designers have created a wide range of templates that are suitable for whatever industry you find yourself in.

Type your paragraph...



Does

What behavior have we observed?  
What can we imagine them doing?



Feels

What are their fears, frustrations, and anxieties?  
What other feelings might influence their behavior?

See an example