

First Last

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## EDUCATION

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**Monsters University**

*D.M.A in Resumes*

*B.M. in Something, Minor in Something Else | GPA: 0.00/4.00*

*City, ST*

Month Year – Month Year

Dec. 2048

**Coursework:** Move this section below EXPERIENCE/PROJECTS when experience > education

**Extracurriculars & Honors:** Delete this entire **nobullets** list if it is not worth the space

## EXPERIENCE

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**EmployMePlease**

*CEO Intern*

*City, ST*

Jan. 0000 – Present

- Optimized a customized system for job hunting to be 69% faster through automated scripts and AI, enabling myself to apply to 9000+ positions across 51 states in the U.S. while setting new personal-best records of career desperation
- Boosted recruiter response rates by  $\times\infty$  by using the [X-Y-Z format](#), naming my resume **First-Last-Resume.pdf**, and not over-bolding technical skills such as **Microsoft Office, Google Suite, and ChatGPT**

## PROJECTS

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**Emuser: A Painful LaTeX Resume Template**

Dec. 2023 – Present

Expanded accessibility of creating professional resumes by introducing 6 modular components with intelligent formatting

**Writing Tips**

January 2023 – January 2023

- Avoid spelling mistakes
- Beware: ‘—’ is different from ‘|’
- Play around with [font sizes, families, and styles](#) (**just be consistent**)
- Can use periods (**just be consistent**).

## SKILLS & INTERESTS

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**Programming Languages:** HTML

**Symbols to Escape:** &, %, \$, #

**Interests:** Pay transparency laws, Sesame the cat, *Law & Order*