Melaine Jones

Location / +1 (970) 343 1234 / melaine.jones@gmail.com

LinkedIn / GitHub / etc.

Summary

This field is optional. Summary should read much more like key achievements. Over 8 years of experience. Your resume accomplishments allow you to describe your best wins. Mention your accomplishments and activities as a student. Focus on the traits that will make you a good employee. Use the words like: achieved, led, organised, etc. You may also add the technology stack you have experience with.

Education

University Name

start date – end date

Symbiosis University, Ind

- Master Degree - GPA: … (if you're a recent grad and your GPA is 3.0 or higher, then include this information)
- Awards and honours
- A coursework description
- Extracurricular activities
- Publications

Work Experience

Consultant at Megna Ltd

2017 - present

1-4 sentences about your project/product. Mention business goals, interesting facts, the number of users, well-known clients, etc.

- Your role/results/achievements
- Highlight **your accomplishments** and where you've succeeded.
- Start your bullet points with **action verbs in the past tense** (Built, Designed, Developed, Increased, Reduced, Debugged, etc.).
- Use **numbers & percentages** to highlight your achievements

(improved … by 40%, reduced … time by 50%, etc.).

- The ideal bullet point length is **one or two lines**.
- Your role/results/achievements

(Technology stack)

Side Projects

Project Name	Briefly describe the project (product), what problem(s) it helps solve.
	Your role/results
	Positive metrics (user sign-ups, the number of downloads, etc.)
	The number of iterations (2 or more)
	(Technology stack)

Tech Skills and Competencies

Don't list all the technologies you've ever worked with. Mention those specific ones that you feel confident with and demonstrate your superior knowledge.

- Machine Learning
- Data Science
- Data Analysis

Start with major programming languages, frameworks/libraries, databases, tools, etc.