**FIRST M. LAST**

(###) ###-### - professional.email@gmail.com

https://yourrelevantwebsite.com - https://linkedin.com/yourcustomaddress

Current City (do NOT put address), Available Date, Clearance: XXX - Moving to YYY (specific city/region or area type or just “Relocatable” or “Highly Relocatable”)

**CAREER SUMMARY:** Cyber professional with ten years in Cyber and Information Technology fields with an MBA, six verified CVEs, CISSP, OSCP, and OSCE certifications, and nine industry publications. Possibly change to an objective statement if changing into a new field. Most people need to keep this section to 3. Also, feel free to delete the shameless marketing icon in the top right of the header. Avoid words/phrases like, proven, fast learner, team member, adept, track record because recruiters will just skip that type of language.

**EDUCATION\_\_\_\_(NOTE – THIS SECTION MIGHT GO AFTER EXPERIENCE)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**UNIVERSITY SCHOOL OF MANAGEMENT** City, ST

***M.B.A. Full-Time Program, Depth, Honors Graduate, GPA if above 3.6***  Month YEAR

-Fellowships: XXX Fellow, YYY Fellow, Leadership: Positions held in governments or clubs if applicable. Significant clubs, associations, or sports if significant (DIV1, national champions, President/Commander, etc)

-Thesis: Describe the thesis that you worked on if your degree required a thesis.

-If experience outweighs education, put this section AFTER experience

-If you haven’t finished school yet, add PROJECTED next to Month YEAR so it’s clear you haven’t finished. If undergrad, put current credits out of 120 total credits.

**UNIVERSITY SCHOOL** City, ST

***B.S. Full-Time Program, Depth, Honors Graduate, GPA if above 3.6***  Month, YEAR

-Only put significant, relevant capstones: Wrote a custom protocol from scratch to allow a precompute node on a UBW32 microcontroller to send data via a legacy connection to an x86 compute node.

-Leadership: Positions held in governments or clubs only if applicable to truly distinguishes you. Sometime fraternities, sororities, or national-level club participation

**EXPERIENCE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_COMPANY NAME (this is your current/most recent job)**  City, ST

***Position***  Month YEAR - Month YEAR

-No one cares what you were responsible for. They cared what you did. Therefore, don’t put in your job description. This is a resume, not a CV. I’m responsible for ensuring no one attacks the dark side of the moon. I’m doing a great job.

-Focus on your accomplishments. Also, no one cares that you moved $300m of widgets “with no loss” because that’s a military bullet, not a resume bullet.

-Format: [VERB+ED] + ACTION + OUTCOME including as much quantitative data as you can (actionable dollar amounts), and content should fill the entire line. This sentence is filler to emphasize that content should continue to the end of the line. Lorem ipsum. The little brown fox jumped over the fence. The little brown fox jumped over the fence.

-Length: You should fill an entire line. Bullets should fill the entire line and be **3-4 lines long. You lose points if the bullet does not go to the end of the line because you are wasting white space!** Use Oxford Comma.

- (VERB+ED), talk about major outcomes, include dollar amounts and results

-Each job should have 3-4 bullets MAX. Try to fill the whole line to better fill white space

- (VERB+ED) This job should be your CURRENT job with the next going back in time

**RAINIER CYBER, LLC (current)**  Remote

***Candidate, Transition Development Program***  Month YEAR - Month YEAR

-Technical review: regular expressions, MITRE ATT&CK, CIS 20, NIST controls, URL parsing, caching, DNS, ARP, TLS, HTTPS, HTML, CSS, buffer overflows, ASLR, DEP, ROP chains, PAC, IPV4, IPV6, TCP, UDP, open source reconnaissance, and threat intelligence.

-Business focus: new employee interview and onboarding, business strategy, culture development, building virtual teams, product development, differentiation, and change management.

-Developed one advanced persistent threat case study for use as a vignette, published two industry articles, attended xyzCon, participated in four capture the flag competitions.

**US ARMY / CYBER PROTECTION BRIGADE**  City, ST

***Cyber Network Defender (Incident Response/MOS 17C)*** Month YEAR - Present

-Use a chronological format! This job should be the one you had before the job you have now. Do NOT use a functional resume. Only use chronological.

-Again, you get 3-4 bullets MAX per job. Bullets should talk about what you \*\*\*accomplished\*\*\* not things you were “responsible for”

-Instead of [Responsible for training incoming Soldiers new to the unit] try [Trained 34 new employees over six months on Splunk fundamentals and concepts such as TCL scripts and EIGRP which allowed them to provide more value to customers]

**US ARMY / 82nd AIRBORNE DIVISION**  Remote

***Position***  Month YEAR - Month YEAR

-Go back about ten years. Maybe more if relevant or required.

**RANDOM JOBS** - If not related to the job you’re applying for, just put a quick synopsis and move on.

**CERTIFICATIONS, PUBLICATIONS, and CVEs\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

-Update the title of this section as appropriate.

-If you have a bunch of CVEs, then put this section before work experience

-Relevant certification and expiration date in priority order: CISSP goes before CEH! If a recruiter only reads one line/item, what do you want them to know???

-Relevant publications including published articles on Medium, LinkedIn, and blogs which do count

-CVEs if you have them might go before certifications.

**COMPUTER LANGUAGES AND TOOLS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

-This section lists the actual languages and tools you have used. BE PREPARED TO TALK DEEPLY ABOUT EVERY ITEM ON THIS LIST so you should spend at least a few minutes digging up a cheat sheet and reviewing it.

-Break out each bullet by category and put both bullets and content within each bullet in priority order

-Do not use columns. Some applicant tracking systems (ATS) can’t read columns. Yes, seriously.

-Languages: C/C++, Python, Javascript, HTML, gdb, Ghidra, IDA Free

-Kali: bash, VI, WPScan, Wireshark, nmap, scapy, Metasploit, Meterpreter, DirBuster, Aircrack-ng, DNSRecon, enum4linux, exploitdb, binwalk, zaproxy

-Windows: Sysinternals, Powershell, Windows Subsystem for Linux, WMIC, Firewall, and Registry

-Virtualization: ESXi, VMware, VirtualBox, Docker, AWS EC2

**PROJECTS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

-Home lab running ESXi with appliances including Security Onion, Splunk, and an isolated 30-VM training range designed to practice red and blue team efforts

-JaegerShell: a custom PowerShell suite that launches Sysinternals for DFIR practices that automatically parses responses into JSON and pushes high likelihood responses to a personally trained AWS Sagemaker instance

-Explain what you did, why it’s cool, what you learned. But keep it short

**ADDITIONAL\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Awards: Awards you won for performance or competition like CTF placements, SANS coins. AAMs (Army Achievement Medals which everyone gets) don’t count.
* Social Languages: Conversational in XXX, Studied XXX in Country
* Social Impact: Volunteering and give-back opportunities. Recruiters very much disagree about this
* Hobbies: **Potentially** useful if company is evaluating cultural fit. Recruiters very much disagree about this

Don’t list references or add a “references available on request.” If they want references, they’ll ask.