

[Name] {e-mail}

[Phone number]

[Address]

Objectives

[State objectives]

Education

[Name of institution] i.e. school

[Certificate obtained] i.e. diploma

Experience

[Job Title] can be organizations

[Company Title] [Start date – End date]

- Job responsibilities

[Job Title]

[Company Title] [Start date – End date]

- Job responsibilities

Skills

- [List skills]

The resume is limited to 1 page in length.