**Your Name**

Address (including state and zip code)

Email Address | Phone Number

LinkedIn Profile Link

**Professional Summary**

* (optional) One sentence summary of who you are and what specific skill, strengths, previous experience you offer
* Technical: Skills developed through program of study.
* Computer: Systems, programs, software, databases, etc. with which you are familiar.
* Language: Indicate level and if your ability is to read/write/speak, understand
* Certifications: (OSHA, COMP TIAA, etc.)

**Education**

**Benjamin Franklin Institute of Technology**, Boston, MA

Your Major Class of \_\_\_\_

* List of core technical courses with most recent/relevant listed first

**High School**, Location Month and Year Graduated

**Experience**

**Name of Company**, City, State Dates of Employment (Month & Year)

*Your Position Title*

* Key responsibilities /achievements
* Key responsibilities /achievements
* Key responsibilities /achievements

**Name of Company**, City, State Dates of Employment (Month & Year)

*Your Position Title*

* Key responsibilities /achievements
* Key responsibilities /achievements
* Key responsibilities /achievements

**Project-Based Experience**

*If you don’t have a lot of work experience, or experience related to your major, consider adding a “Project-Based Experience” section. An example of how to do that is below:*

**Name of Project,** Course Name Semester, Year

* Purpose/Objective of the project
* Any technical skills, machines/tools, software, programming you used for the project (this can be more than one bullet)
* Any leadership roles you took on
* Any awards or formal recognition your project received