

Your Name
City, State
email@fairexec.com
(303) 555-1000

SUMMARY

Include a two sentence summary that describes your background and skills. Please customize this *slightly* for each job you apply for.

EXPERIENCE

First Company
Title
2020-present

You can include a one-sentence description of the company here, if the company isn't well known.

- Include four to seven bullets for each job.
- The best format is to start with a *verb*, followed by a *description* of your responsibilities and (if possible) a *result*.
- Please re-order and slightly customize the first couple bullets to match with the job you're applying for. Those are the most important.

Second Company
Title
2015-present

- Same for each of your past jobs.

EDUCATION

You can list degrees, coursework, and certifications/trainings here.

SKILLS

If you wish, you can add a "skills" section. You can also add "interests" or "volunteer experience" if you have room that you need to fill up.