

YOUR NAME

222 FIRST STREET, CALGARY, T3A-3Y5
PHONE (403) 000-0000 • E-MAIL ME@HOME.COM

OBJECTIVE

[Type Objective Here]

EDUCATION

200x - 200x [School/Organization Name] [City, Province]
[*Diploma/Certificate/Degree/Major*]

- [Details of education completed.]

200x - 200x [School/Organization Name] [City, Province]
[*Diploma/Certificate/Degree/Major*]

- [Details of education completed.]

WORK EXPERIENCE

200x - 200x [Company/Organization Name]
[City, Province]

[*Job Title*]

- [Details of position.]

200x - 200x [Company/Organization Name]
[City, Province]

[*Job Title*]

- [Details of position.]

200x - 200x [Company/Organization Name]
[City, Province]

[*Job Title*]

- [Details of position.]

SKILLS

Add core skills (teamwork, independence) as well as extra skills (computing, presentation).

REFERENCES

References and letters of recommendation available on request.
(make sure that they are!)