**Your name**

**Job you are applying for**



 : mobile number

 : email

: location

**Career Objective**

A brief objective to tell potential employers the type of work you are seeking. If submitting a resume directly to an employer it is wise to tailor your objective to suit that employer and the role you are applying for.

**Education and Qualifications**

**Degree 2** *(Date from - to)*

University, Location

* List any certifications/awards received
* List any certifications/awards received

**Degree 1** *(Date from - to)*

University, Location

* List any certifications/awards received
* List any certifications/awards received

**Career Summary**

|  |  |  |
| --- | --- | --- |
| **Company** | **Position** | **Duration** |
| Insert Company | Insert Position title | Date from – to |
| Insert Company | Insert Position title | Date from – to |
| Insert Company | Insert Position title | Date from – to |

**Core Competencies**

Leadership

ICT Knowledge & Skill

Attention to detail

Problem Solving

Teamwork

Resilience

Creative Thinking

**A Day in the Life**

**Employment History**

**JOB TITLE** *(Date from – to)*  
Company 2, *Location*

Brief description of company and your role (2-3 lines are sufficient)

* List your main duties & responsibilities
* List your main duties & responsibilities
* List your main duties & responsibilities
* List any extra skills you acquired

**JOB TITLE** *(Date from – to)*  
Company 2, *Location*

Brief description of company and your role (2-3 lines are sufficient)

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**JOB TITLE** *(Date from – to)*  
Company 2, *Location*

Brief description of company and your role (2-3 lines are sufficient)

* List your main duties & responsibilities
* List your main duties & responsibilities
* List your main duties & responsibilities
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**Referees**

Available upon request.