**Your Name**

100 Tree River Lane, Anytown, ST 12345 • 111-222-3333 • name@gmail.com

This [Resume Template](http://www.vertex42.com/resumes/free-resume-template.html) provides an example of how to present your resume in an outline format. You should modify the section headings and content to suit your needs. For more information and [resume tips](http://www.vertex42.com/resumes/resume-tips.html), see Vertex42.com. Delete this paragraph.

# Objective

A [type or title of position] position in the [name of industry] industry where my expertise in [area 1] and [area 2] would be needed

# **Summary of Qualifications**

Senior Level Technical Manager with 15 years of management experience, a Masters degree in Mechanical Engineering, and 10 years as design engineer in the auto industry

* Consider listing qualifications using bullets
* Especially skilled at [skill1], [skill2], [skill 3]…
* Proven ability to … A talent for … Skilled in … Extensive knowledge of …
* Expertise in [skill 1, skill 2, skill 3]

# **Work Experience**

**Company Name**, Location 200X to Present

**Position Title**

* Taught …
* Supervised …
* Increased total yearly sales by …

**Company Name**, Location 200X to 200X

**Position Title**

* Organized …
* Developed …

**Company Name**, Location 200X to 200X

**Position Title**

* Prepared …
* Conducted …

# **Education**

**M.S. Electrical Engineering**, University Name, Location May 200X

Thesis: “Title”

Advisor: Name

**B.S. Electrical Engineering**, University Name, Location May 200X

Graduated Summa Cum Laude, GPA 3.98/4.0

Minored in Mathematics

# **Computer Skills**

**Programming**: skill 1, skill 2, skill 3, skill 4

**Engineering Software**: skill 1, skill 2, skill 3, skill 4

**Office Applications**: skill 1, skill 2, skill 3, skill 4

**Platforms**: skill 1, skill 2, skill 3, skill 4

|  |  |  |
| --- | --- | --- |
| **Programming** | **Applications** | **Platforms** |
| Skill 1, Skill 2  Skill 3, Skill 4 | Skill 1, Skill 2  Skill 3, Skill 4 | Skill 1, Skill 2  Skill 3, Skill 4 |

# **Languages**

**English**: Native language

**Spanish**: Intermediate Listener, Novice Speaker, Advanced Reading and Writing

# **Activities and Interests**

Scoutmaster (Eagle Scout), Amateur radio (N7ABC), Gardening, Mountain biking, Carpentry, Computers, Cycling, Hiking

# **References**

Available upon request