**FIRST LAST**

City, ST ⎜ 111.111.1111 ⎜ email@umich.edu ⎜ www.linkedin.com/in/name/

**JOB TITLE 1 ⎜ JOB TITLE 2 | JOB TITLE 3**

**EXPERTISE 1 ⎜ EXPERTISE 2 ⎜ EXPERTISE 3 | EXPERTISE 4 (ALL OPTIONAL)**

Brief professional summary highlighting experience and skills and possibly sharing goal in reentering workforce.

**AREAS OF EXPERTISE**

**FUNCTION/AREA OF EXPERTISE 1**

* Achievement - Begin with an action verb. Lead with the result or action, using action verbs. Use numerals if possible.
* Achievement
* Achievement

**FUNCTION/AREA OF EXPERTISE 2**

* Achievement - Begin with an action verb. Lead with the result or action, using action verbs. Use numerals if possible.
* Achievement
* Achievement

**FUNCTION/AREA OF EXPERTISE 3**

* Achievement - Begin with an action verb. Lead with the result or action, using action verbs. Use numerals if possible.
* Achievement
* Achievement

**FUNCTION/AREA OF EXPERTISE 4**

* Achievement - Begin with an action verb. Lead with the result or action, using action verbs. Use numerals if possible.
* Achievement
* Achievement

**EXPERIENCE CHRONOLOGY**

**ORGANIZATION NAME,** City ST 20XX – 20XX

**Job Title1 | Job Title2 | Job Title3 | Job Title4**

**ORGANIZATION NAME,** City ST 20XX – 20XX

**Job Title1 | Job Title2 | Job Title3 | Job Title4**

**VOLUNTEER / LEADERSHIP ROLES** 20XX – 20XX

**Role 1** – 20XX – 20XX

**Role 2** – 20XX – 20XX

**Role 3** – 20XX – 20XX

**Role 4** – 20XX – 20XX

**Role 5** – 20XX – 20XX

**EDUCATION**

**UNIVERSITY OF MICHIGAN, ROSS SCHOOL OF BUSINESS** Ann Arbor, MI

**Degree***, Grad Year (optional)*

**UNIVERSITY NAME** City, ST

**Degree***, Grad Year (optional)*

**ADDITIONAL (optional)**

* Software:
* Technical:
* Languages:
* [Other]