

Resume Templates

Most job seekers use a resume template while building their own. It is a quick and secure way to create your very own top-notch resume without inventing the wheel yourself.

Despite the arguments of the no sayers, you can make your resume fully stand from a crowd, even while it's based on a template. For that, we suggest the premium templates. Classic to edgy or modern, we have a resume template for you. A great starting point towards your next dream job!

The free resume templates made in Word are easily adjusted to your needs and personal situation. All of the PDF resumes have been made with [Resume.io](#), an easy tool to build your own resume online in minutes that come with many designs.

PDF Resume Template Downloads:

Jacky Smith
Project Manager
Orlando, FL, 32836, UNITED STATES

Profile
Analytical and proactive Project Manager with 20+ years of experience managing infrastructure and software development projects, with budgets ranging from \$120k to \$1.5M.

Employment History
IT Project Manager at Scholastic Corporation, New York, New York
March 2007 - Present
Scholastic is an American multinational publishing, education and media company known for publishing, selling, and distributing books and educational materials for schools, teachers, parents, and children. As an IT Project Manager, my core activities include:

- Collaborating with internal and external stakeholders to gather project requirements
- Working with the Project Management Office to determine the project's human capital needs
- Estimating project budgets and writing all necessary documentation for approval
- Overall project governance, including ensuring compliance to industry and government regulations

Project Manager at Viacom, New York, New York
January 2002 - January 2007
Viacom is an American multinational media conglomerate with interests primarily in comics and cable television. As an Project Manager, my core activities included:

- Streamlining software development projects, with a primary emphasis on Agile development
- Tracking project timelines, deliverables, and budgets
- Assessing project risks and proactively resolving issues
- Facilitating morning stand-up meetings with the project scrum team

Jr Project Manager at NBA, New York, New York
October 1998 - January 2002
The National Basketball Association is a men's professional basketball league in North America. As a Jr Project Manager, I assisted the project management team with a wide range of software development and infrastructure projects.

Education
Master of Business Administration, New York University, New York, New York
December 2000

Details
143 Main Ave, Orlando, FL, 32803, United States
Phone: 407-566-5421
email@danclark.com

DATE OF PLACE OF BIRTH
05/10/1983
Orlando, FL

NATIONALITY
USA

EMPLOYMENT LICENSE
Full

Skills
Project Management
Recruitment Gathering
Budget Administration
Resource Allocation
Forecasting
Process Improvement
MS Project

LANGUAGES
English

PROFICIENCY
Proficient

DRIVER LICENSE
Valid

SKILLS
Microsoft Office
Excel
Word
PowerPoint
SharePoint
Salesforce
Jira
Confluence
Tableau
SQL
Python

DAN CLARK
Software Engineer | 1000 WILLOW CREEK DR, SUITE 100, ORLANDO, FL 32803

PROFILE
Over the last 10 years I have worked as a Software Engineer with expertise in Java, Python, JavaScript and Cloud based systems. I have a strong background in building scalable web applications and have worked on projects for clients such as IBM, Oracle, and Amazon. I am currently looking for a challenging role where I can utilize my skills and experience to contribute to a team.

EMPLOYMENT HISTORY
Senior Software Engineer at Equinox
December 2013 - March 2018
Equinox is a leading fitness franchise with over 1,000 clubs in the United States. I worked as a Senior Software Engineer for Equinox, where I was responsible for developing and maintaining the Equinox mobile application. My key responsibilities included:

- Developing software solutions by following the software development life cycle, documenting, collaborating, and testing.
- Designing and implementing scalable, secure, and reliable systems.
- Collaborating with cross-functional teams to define, design, and ship new features.
- Identifying and resolving bottlenecks and optimizing performance.
- Mentoring and supporting junior developers.

Project Software Engineer at Budweiser, St Louis
March 2012 - October 2013
I worked as a Project Software Engineer at Budweiser, where I was responsible for developing and maintaining the Budweiser mobile application. My key responsibilities included:

- Developing software solutions by following the software development life cycle, documenting, collaborating, and testing.
- Designing and implementing scalable, secure, and reliable systems.
- Collaborating with cross-functional teams to define, design, and ship new features.
- Identifying and resolving bottlenecks and optimizing performance.
- Mentoring and supporting junior developers.

Junior Level Software Engineer at Coca Cola, San Diego
July 2011 - December 2011

Jacky Smith, Project Manager
143 Main Ave, Orlando, FL, 32803, United States, 407-566-5421, email@danclark.com

Date of Birth	05/10/1983	Nationality	USA
Place of Birth	Orlando, FL	Driving License	Full

PROFILE
Analytical and proactive Project Manager with 20+ years of experience managing infrastructure and software development projects, with budgets ranging from \$120k to \$1.5M.

EMPLOYMENT HISTORY
IT Project Manager, Scholastic Corporation New York, New York
March 2007 - Present
Scholastic is an American multinational publishing, education and media company known for publishing, selling, and distributing books and educational materials for schools, teachers, parents, and children. As an IT Project Manager, my core activities include:

- Collaborating with internal and external stakeholders to gather project requirements
- Working with the Project Management Office to determine the project's human capital needs
- Estimating project budgets and writing all necessary documentation for approval
- Overall project governance, including ensuring compliance to industry and government regulations

Project Manager, Viacom New York, New York
January 2002 - January 2007
Viacom is an American multinational media conglomerate with interests primarily in comics and cable television. As an Project Manager, my core activities included:

- Streamlining software development projects, with a primary emphasis on Agile development
- Tracking project timelines, deliverables, and budgets
- Assessing project risks and proactively resolving issues
- Facilitating morning stand-up meetings with the project scrum team

Jr Project Manager, NBA New York, New York
October 1998 - January 2002
The National Basketball Association is a men's professional basketball league in North America. As a Jr Project Manager, I assisted the project management team with a wide range of software development and infrastructure projects.

EDUCATION
December 2000
New York University, Master of Business Administration New York, New York

SKILLS

Project Management	Recruitment Gathering
Budget Administration	Resource Allocation
Forecasting	Process Improvement
MS Project	

> Creative Resume

> Creative Resume

> Professional Resume

KAREN PHILIPS
Copywriter
1 Wall St, New York, 10005, USA
email@gmail.com

810-555-0401

Date of birth: 09/20/93 Place of birth: New York
Nationality: USA Driving license: Full

PROFILE
Detail oriented Copywriter with 4 years of proven experience delivering clear and compelling copy for the Consumer Goods industry. Strong sense of customer focus and exceptional creative skills to create highly targeted ad-campaigns, email campaigns, landing pages, and marketing campaign materials. Proven in Microsoft Office, Slack, Figma, and Google Suite.

EDUCATION
Pratt Institute
Bachelor's Degree in Creative Writing
2012
New York

EXPERIENCE
Lead Copywriter, Macy's
Apr 2016 - Apr 2018
New York
Macy's is an American department store chain. As the Lead Copywriter, my core activities included:

- Developing the creative voice for Macy's across websites, newsletters, and interactive brochures.
- Brainstorming of projects including other copywriter's work to ensure consistency and accuracy before release.
- Revising copy based on client and internal feedback.
- Writing informative and engaging product descriptions in the brand voice. Consistent to updated products increased by 15% the first two weeks.
- Ensuring that all copy deadlines were met for assigned projects.

Copywriter, The RealReal
Oct 2015 - Feb 2016
New York
The RealReal is the market leader in online fashion marketplace. As the Copywriter, my core activities included:

- Writing copy and managing various organic social media platforms. User engagement increased by 45% in 40 days.
- Creating engaging guidelines and writing frameworks for brand voice and content.
- Researching client's needs and target audience to develop audience accurate product descriptions.
- Assisting product designers and content writers to ensure copy fits content to all materials.

Copywriter, FullBeary
Aug 2014 - Sep 2015
New York
FullBeary Beards is a comprehensive resource for plus-size women and men seeking fashion inspiration, style advice, and styling. As the Copywriter, my core activities included:

- Writing copy for all marketing and social communications, including copy copy advertising campaigns, social media posts and user communication (emails and push notifications).
- Creating informative content and creating engaging promotional materials.
- Assisting Senior Content Editor on writing direct response copy. Generated 2013 direct response marketing sales goal by 25%.
- Providing insight to business unit leaders for the development of content strategies, editorial calendar and content KPIs.

SKILLS

Phil Roberts, HVAC Technician
ORLANDO, FL, 32804, UNITED STATES 810-555-0401

DETAILS
143 Main Ave
Orlando, FL, 32804, United States
810-555-0401
example@email.com

DATE / PLACE OF BIRTH: 05/07/1983
Orlando, FL
NATIONALITY: USA
DRIVING LICENSE: Full

SKILLS
HVAC Repair & Installation
Verbal & Written Communication
Inventory
Scheduling & Invoicing

PROFILE
Professional HVAC Technician with 4 years of experience in commercial and residential settings.

EMPLOYMENT HISTORY
HVAC Technician, Central Florida Heating & Air
Jul 2017 - Present, Orlando, FL
Central Florida Heating & Air provides heating, ventilation, and air conditioning services to residential and commercial customers. As an HVAC Technician, my core responsibilities include:

- Visiting work sites to determine the client's requirements.
- Installing, maintaining, and repairing HVAC equipment, including ordering the necessary parts, when needed.
- Making records of equipment to ensure all auxiliary components are operable and in good condition.
- Tracking all work orders in the internal system, including entering materials used and hours worked.
- Being helpful maintenance contracts to customers.

HVAC Technician, Billy's Heating & Air
Jan 2017 - Jan 2018, Orlando, Florida
Billy's Heating & Air provides HVAC services to residential customers in the Central Florida area. As an HVAC Technician, I was responsible for:

- Traveling to customer's homes on a daily basis, visiting 2-4 work sites per day.
- Consulting with customers on their HVAC needs.
- Installing new heating, ventilation, and cooling systems.
- Inspecting HVAC systems for efficiency and safety.
- Troubleshooting HVAC systems, including air parts, and completing repairs.
- Maintaining accurate inventory of all equipment and parts.

HVAC Apprentice, Central Florida Heating & Air
Jan 2015 - Jan 2016, Orlando, FL
Central Florida Heating & Air provides heating, ventilation, and air conditioning services to residential and commercial customers. As an HVAC Apprentice, I worked under a journeyman and was responsible for:

- Assisting the technicians in the installation and maintenance of a daily basis.
- Selling maintenance contracts to customers.
- Following up with customers to ensure they were satisfied with our work.
- Developing professional relationships with various HVAC clients.
- Assisting with invoicing and billing clients for work performed.

KAREN PHILIPS
WEB DESIGNER

INFO
Address: 1 Wall St, New York, 10005, USA
Phone: 810-555-0401
Email: email@gmail.com

DATE / PLACE OF BIRTH: 09/20/93
New York
Nationality: USA
Driving License: Full
Skills: UX/UI Design, Front-End Development, JavaScript, CSS, HTML5, Bootstrap, Responsive Design, User Experience, Wireframing, Prototyping, Analytics, SEO/SEM, Content Management Systems, Social Media Marketing, Project Management, Client Communication, Problem Solving, Attention to Detail, Time Management, Teamwork, Creativity, Innovation

PROFILE
Energetic Web Designer with 3 years experience creating and maintaining functional, attractive, and responsive websites for travel companies. Clear understanding of modern technologies and best design practices. Experienced with WordPress and Drupal. Proven track record of raising US scores and customer retention.

EMPLOYMENT HISTORY
Web Designer, Expedia Group
Jan 2017 - May 2018
New York
Expedia Group is a global travel company with websites which are primarily travel fare aggregators. As the Web Designer, my core activities included:

- Planning the design, functionality and navigation, along with audience funnels and state capture points.
- Building websites & prototypes which were then turned into functional and responsive digital products.
- Reviewing UX with multiple clients and making necessary edits to accommodate technical or business concerns. Raised US scores by 30%.
- Handling all copywriting, color illustration, typography and branding for projects.

Web Designer, FarePortal
Mar 2016 - Oct 2016
New York
FarePortal is a travel related holiday company where the flagship product CheapTix handles over 500 million dollars annually. As the Web Designer, my core activities included:

- Designing, building and maintaining marketing smart creative using data driven responsive formats.
- Providing expertise on industry standards, best practices, and proper coding techniques to achieve current marketing in all email environments.
- Performing quality assurance and troubleshooting code rendering across multiple desktop and mobile devices, improved customer retention by 7%.
- Creating landing pages using WordPress CMS.

Web Designer, The Points Guy
Mar 2015 - Nov 2015
New York
The Points Guy is a site devoted to helping over 1 million monthly readers stay up to date on travel news. As the Web Designer, my core activities included:

- Creating homepage assets for both desktop & mobile experiences.
- Developing site content and graphics in partnership with writers and creative director.
- Specialized in projects such as newsletters.
- Designing program assets such as promotional emails, social, and banners.
- Presenting concepts and clear consistent with company branding guidelines to the creative team.

> Professional Resume

> Modern Resume

> Modern Resume

Create My Resume

Emily McKenzie
Hairstresser

Address: 143 Main Ave, Atlanta, GA, 30322, United States
Phone: 810-555-0401
Email: emackenzie@gmail.com
Date of Birth: 05/07/1983
Nationality: USA Driving License: Full

01 PROFILE
Charmatic and experienced hairstresser with over 9 years of experience working in world renowned salons. Passionate about staying up to date with the latest trends and industry best practices. Known by peers and supervisors for the ability to connect with clients and turn these relationships into ongoing repeat business.

02 EMPLOYMENT HISTORY
Hairstresser at Salon Ruggieri
New York
As a Hairstresser at Salon Ruggieri in New York, my responsibilities include:

- Consulting with clients and analyzing their hair, in addition to their physical attributes, to suggest the proper beauty treatments and hair styles.
- Preparing clients hair for coloring with a deep cleanse and conditioner.
- Utilizing technical expertise to cut, arrange, dye, setting, or curling hair.
- Checking the stores inventory and ordering new supplies when about to running low.
- Complying with all health and safety regulations.

Hairstresser at The Bird House
New York
As a Hairstresser at The Bird House in New York, my responsibilities included:

- Planning a client's desired look by studying their face features.
- Consulting clients on their desired look by listening to their personal wants and then making suggestions on how to color that look to fit their physical attributes.
- Cutting, styling, and shaping client's hair using top of the line clippers, scissors, straighteners, and blowers.

03 EDUCATION
Aveda Institute
New York
Aveda's in-depth, hands on program included courses on hair cutting, color, styling, nails, makeup, business development, and retail knowledge.

DWIGHT KAVANAGH
IT QA Analyst

INFO
Address: 143 Main Ave, Orlando, FL, 32804, United States
Phone: 810-555-0401
Email: example@email.com

PROFILE
Detail and process-oriented IT QA Analyst with experience in both manual and automated software testing.

EMPLOYMENT HISTORY
IT QA Analyst, United Healthgroup
New York, New York
Jan 2018 - Present
UnitedHealth Group Inc. is an American for-profit managed health care company. As an IT QA Analyst, I am responsible for the automated testing of the uhg.com website. My core activities include:

- Writing test plans and test scripts from scratch.
- Creating custom SQL queries to extract necessary data.
- Flagging bugs and defects and relaying issues to the software engineers.

IT QA Analyst, Viacom
New York, New York
Nov 2018 - Jan 2018
Viacom is an American media conglomerate primarily focused on television. As an IT QA Tester, I was responsible for both automated and manual testing of mobile applications. My core activities included:

- Developing test plans, test cases, test scripts, and test reports on multiple projects.
- Performing testing on various software, telecom, and reporting systems.
- Validating that user expectations are achieved during the testing process.
- Receiving user requirement documents to ensure that requirements are testable.

IT QA Analyst, Bank of America
New York, New York
Mar 2006 - Jun 2008
Bank of America is one of America's leading financial institutions. As an

Damien Smith
Call Center Representative

Address: 143 Main Ave, Atlanta, GA, 30322, United States
Phone: 810-555-0401
Email: dsmith@example.com
Date of Birth: 05/07/1977
Nationality: USA Driving License: Full

01 PROFILE
Professional and personable Call Center Representative with 7 years of experience handling inbound and outbound calls for telecomm and retail companies.

02 EMPLOYMENT HISTORY
Call Center Representative at Comcast
Houston, TX
Jan 2015 - Nov 2017
Comcast is an American global telecomm conglomerate. As a Call Center Representative, I work on a team of 70 people and am responsible for answering inbound customer calls. My daily activities include:

- Answering approximately 200 inbound customer calls per day in a friendly and courteous manner.
- Discussing billing issues with the customer and offering possible solutions.
- Providing information on additional products and services.
- Following the conventional script provided by Comcast and keeping the customer calls to under 10 minutes.
- Escalating customer calls to my supervisor, if needed.

Call Center Agent at 1800 Flowers
Houston, TX
Jan 2014 - Jan 2015
1800 Flowers is a floral and gourmet food gift retailer and distribution company in the United States. As a Call Center Agent, I worked on a team of 15 people and was responsible for 320 inbound and outbound customer calls. My daily activities included:

- On average, answering 40 inbound customer calls during a shift.
- Taking orders, inputting orders into our proprietary system, and providing customers with their order numbers and approximate delivery date.
- Making outbound customer calls to inform customers when there would be a delay in their delivery date or if there was an issue with payment processing.
- Discussing billing issues with the customer and offering possible solutions.
- Escalating customer calls to my supervisor, if needed.

> Modern Resume

> Modern Resume

> Creative Resume

Emily Carter English Teacher

1111 Pacific Ave, Los Angeles, CA 90201, United States
 San Antonio
 Full

email@email.com
 American
 Facebook LinkedIn

Profile
 Highly capable English Teacher with creative instructional demeanor and competence in smart learning methodologies. A decade of experience teaching elementary grades coupled with a Bachelor's Degree in Child Psychology and certified to teach in any state across the Midwest Region. Very focused on engaging and inspiring students to achieve their ultimate potential.

Employment History

Feb 2017 - Present
 SEATTLE

High School English Teacher
 John Hopkins High School

Implemented formative assessments by standardizing testing strategies, resulting in an overall 12% increased test score rate.

- Plan lectures and assignments
- Assess students to evaluate their abilities, strengths, and weaknesses
- Track students as an entire class, in smaller groups, and tutor struggling learners individually
- Conduct testing every week to maintain progress
- Assist students in preparing for SAT exams
- Hold evening parent days where parents are given regarding the curriculum, GPA's as well as statistics regarding learner's progress
- Communicate with parents about students' progress
- Work with individual students to challenge them to improve their abilities, and to work on their weaknesses
- Prepare students for standardized tests required by the state
- Develop and enforce classroom conduct

Step 2013 - Oct 2016
 GEORGIA

Elementary English Teacher
 Bright Sparks Prep School

Over an intensive comprehension program to assist students in developing their English reading, writing, speaking and comprehension abilities.

- Plan lessons that teach students various components of English subject matter including reading, writing, pronunciation, poetry, comprehension, and literature
- Conduct assessments to ascertain student abilities, strengths, and weaknesses
- Grade students' assignments to monitor their progress

Mirna Davis

Info

Address
 1515 Pacific Ave, Los Angeles, CA 90201, United States

Email
 example@email.com

Place of Birth
 San Antonio

Driving license
 Full

Nationality
 American

Links
 LinkedIn
 Facebook

Skills
 Budgets
 ●●●●○
 Recruitment
 ●●●●○
 Performance Reviews
 ●●●●●
 Production Planning
 ●●●●○
 Report Writing
 ●●●●●
 Staff
 ●●●●●
 Sign
 ●●●●●

Profile
 Experienced Assistant Manager with ten years' experience in Retail with a focus to improve sales turnover and positively impact company revenue. Implement creative strategies that help boost sales and improve productivity. Excellent ability to manage a system of inventory and maintain high standards of product quality and service. Has demonstrated increasing quarterly sales performance by 30% during the last six months and leadership proven to be a key to success.

Employment History

Assistant Manager, Hardware Emporium
 Nov 2014 - Present @ Chicago

Reduced Workers' Compensation costs by 50% per annum with the implementation of employee wellness programmes and safety training initiatives.

- Handle customer complaints regarding sales and service
- Prepare budgets and approve expenses
- Track customer preferences to determine where the focus of sales efforts should be
- Analyze sales statistics and activity metrics
- Conduct sales propositions regarding products and client feedback and forecast individual sales for sales staff
- Determine discount rates or special pricing plans
- Develop plans to drive new business development, through direct sales techniques, cold calling, and business to business marketing skills
- Allocate sales territories and set sales quotas
- Plan and coordinate training programs for sales staff
- Conduct Performance Reviews

Assistant Manager - Food & Beverages, The Don Hotel Group
 Jan 2003 - Nov 2014 @ Los Angeles

Implemented new service level agreements with suppliers, resulting in a 20% reduction in material expenditure and a saving of \$100k per year.

- Supervise first-in-charge operations of up to 25 associates
- Coordinate F&B preparations, delivery and transactions and ensure standards are met for customer service, quality, safety, and sanitation
- Met or exceeded monthly revenue goals by up to 25%, resulting in formal recognition for leadership excellence

George Dann
 Office Clerk

1111 Pacific Ave, Los Angeles, CA 90201, United States
 New York, USA 800-555-0401
 example@email.com

Profile
 Reliable Office Clerk with 5 years experience of performing administrative and secretarial duties with strong communication skills for systems review and problem attitude towards getting a job done.

Employment history

Feb 2014 - Present
 New York

Office Clerk at Forrest Solutions Group

Forrest Solutions Group is a global leadership platform for strategic collaboration among value chain partners in the forest products sector. As an Office Clerk at FSG, my core activities included:

- Preparing meeting agendas, taking care of transcribing minutes, and circulating this to the staff; enhanced the communication level and kept staff updated
- Resolving routine questions, refers unusual cases to supervisor
- Maintaining records, checking/entering data from various sources, and preparing reports as needed
- Monitoring and creating the system, adhering to standard procedures and schedules, handling the records and/or pro-activity logs
- Utilizing personal computer, typewriter, and other standard office equipment for recording, storing, receiving and presenting information.

Apr 2011 - Feb 2014
 New Mexico

Office Clerk at The Adecco Group

The Adecco Group is the largest temp staffing firm in the world and a Fortune Global 500 company. As an Office Clerk, my core activities included:

- Improved company reputation by accepting ownership for accomplishing new and different requests; exploring opportunities that added value to job accomplishments
- Co-ordinating and maintaining staff administrative records, such as staff parking, staff photos and company credit cards
- Distributing emails and the rate of correspondence reduced by 42%
- Served customers by handling customer inquiries, answering questions, forwarding messages, confirming customer orders, and keeping customers informed of order status

Details
 9 Wall St
 New York, 10005, USA
 800-555-0401
 example@email.com

Open to relocation: **Yes**

1995-2003
 New York
 Nationality: **USA**

Driving license: **Full**

Skills

Clear communication

Expert with Microsoft Office

Highly organized

Problem-solving

Attention to detail

Fluent in English and Spanish

Proactive

> Modern Resume

> Simple Resume

> Modern Resume

Create My Resume

> [Creative Resume.PDF](#)

> [Creative Resume.PDF](#)

> [Creative Resume.PDF](#)

[> Creative Resume.PDF](#)

[> Creative Resume.PDF](#)

[> Creative Resume.PDF](#)

Create My Resume

> [Modern Resume.PDF](#)

> [Creative Resume.PDF](#)

> [Creative Resume.PDF](#)

> [Creative Resume.PDF](#)

> [Creative Resume.PDF](#)

> [Modern Resume.PDF](#)

[Create My Resume](#)

MS Word Resume Template Downloads:

[> Word template 1](#)

[> Word template 2](#)

[> Word template 3](#)

> [Word template 4](#)

> [Word template 5](#)

> [Word template 6](#)

[Create My Resume](#)

[> TT Norms Resume](#)

[> Grey Resume](#)

[> Avenir Resume](#)

[Privacy - Terms](#)

[> Motive Resume](#)

[> Grey 2 Resume](#)

[> Black & White Resume](#)

[Privacy - Terms](#)

Create My Resume

Get the most out of our resume templates

Here are a few short tips for using curriculum vitae templates, as they are also called, resourcefully. With these tips you will get to your own and original resume in minutes:

- **Your own touch**

Just because a template of resume example is set-up a certain way, does not mean you have to keep it this way. Play by your own rules and give the document some of your creativity. For example, play with the font, add or remove a border. Divide sections of start combining them. By seeing more and more templates, you will get more ideas flowing through your brain.

- **Make your own set-up**

Many people use the [standard Microsoft Word templates](#), so to stand out you should use other templates (for example one of ours!). While you work your

through different ideas, you could take the best bits of all cv templates and combine them with your very own.

- **Use resume builders**

[Job boards](#) generally offer own resume generators as a service for its subscribers. For some instances, this might be a good way to go, as quite some job applications go through these platforms. However, a fair resume generator can build you a more than a decent resume that will also not lose its shape when rendered to different sites and employers.

We crafted some basic and edgy templates for you to have a great starting point for your next dream job. [The examples are all made in Word](#) so they are easily adjusted to your needs and information.

Professional Resumes

Not sure if or what kind of style to use? A professional template is always a good choice. For any role, floor, manager or CEO, with a professional resume, you show that you are correct, punctual and doing the right thing. The perfect format for businesses that pre-auto scan their candidates.

ideal for:

- Formal industries such as finance, banking, healthcare government, semi-government, law.
- Workers with either a long or short work history.
- All other industries are also a perfect match for a professional resume

Create My Resume

A modern template does well in industries and positions that have to be current with time. Great for non-traditional businesses and young people working environments.

ideal for:

- Technology-, news-, media-, marketing-, culture-, branding- and sales sectors.
- Consulting, finance, science and technical environments

Creative Resumes

A creative template is there for creatives in the creative sectors where a positive impression of your work is necessary. What is a better way than to start off with showcasing a creative resume? It serves the purpose of getting you noticed and not discarded before your resume is even being read.

ideal for:

- Creative positions in all areas and industries
- Entertainment sectors
- Content creators

Create My Resume

[Privacy](#) - [Terms](#)

Word Resume Templates

All the above resume examples can be downloaded and freely edited.

[CNC Machinist Resume](#)

[Recruitment Senior Sales Manager Resume](#)

[Automation Control Engineer Resume](#)

[CFO Chief Financial Officer](#)

[Chronological-Resume-Template-Nigel.H.Arthur](#)

[Customer-Service-Cashier-Brendan-Smith](#)

[Chemical Engineer Graduate Resume](#)

Links

[About Us](#)

[Contact](#)

[Privacy](#)

[Cookies](#)

[Resume Sample A-Z](#)

[Resume Samples](#)

[Resume Templates](#)

Categories

[Blog](#)

[Cover letters](#)

[job Interview](#)

[Resume writing](#)

[Samples](#)

