Summary Craft a brief, impactful elevator pitch to impress potential employers in just a few lines. Find examples of personal summaries and more tips on selling yourself in 40 words or less at "[How to sell yourself in 40 words or less](https://resumelookup.com.au/2023/05/how-to-sell-yourself-in-40-words-or-less/)".

Key skills Skill one, Skill two, Skill three, Skill four, Skill five, Skill six, Skill seven, Skill eight, Skill nine, Skill ten

Career history Role Title at Company Name

Month YYYY – Month YYYY

Overview of role in 1 to 2 lines

Key responsibilities

* Insert 2 to 3 key responsibilities

Achievements

* Insert 2 to 3 key achievements

Role Title at Company Name

Month YYYY – Month YYYY

Overview of role in 1 to 2 lines

Key responsibilities

* Insert 2 to 3 key responsibilities

Achievements

* Insert 2 to 3 key achievements

Education Course or qualification from Institution Name

Graduated YYYY

Course or qualification from Institution Name

Graduated YYYY

References Available upon request