**Your Name**

Address

City, Province Postal Code

Telephone

Email

**highlights of qualifications**

* Skills, achievements, certifications and personality characteristics
* Skills, achievements, certifications and personality characteristics
* Skills, achievements, certifications and personality characteristics
* Skills, achievements, certifications and personality characteristics
* Skills, achievements, certifications and personality characteristics

**employment experience**

**Position Title** Year-Year

Company Name, City, Province

* Skills, duties and responsibilities
* Skills, duties and responsibilities
* Skills, duties and responsibilities

**Position Title** Year-Year

Company Name, City, Province

* Skills, duties and responsibilities
* Skills, duties and responsibilities
* Skills, duties and responsibilities

**Position Title** Year-Year

Company Name, City, Province

* Skills, duties and responsibilities
* Skills, duties and responsibilities
* Skills, duties and responsibilities

**education**

**Diploma/Degree** Year-Year

Institution Name, City, Province

**Diploma/Degree** Year-Year

Institution Name, City, Province

**Your Name**

**Phone Number Page 2**

**volunteer experience**

**Volunteer Title** Year-Year

Company Name, City, Province

* Skills, duties and responsibilities
* Skills, duties and responsibilities
* Skills, duties and responsibilities

**certification & training**

* Certificate or training name Year-Year
* Certificate or training name Year-Year
* Certificate or training name Year-Year
* Certificate or training name Year-Year

**references**

Available upon request