[Your Full Name]

[City] | [Phone] | [Email] | [LinkedIn profile URL]

PROFESSIONAL SUMMARY

[Two to three lines: your qualification, your strongest experience or proof, and the role you want.]

CORE SKILLS

[Skill group 1]: [skill, skill, skill]

[Skill group 2]: [skill, skill, skill]

WORK EXPERIENCE (OR INTERNSHIPS AND PROJECTS FOR FRESH GRADUATES)

[Job Title], [Employer], [City], [Start Month Year] to [End Month Year or Present]

- [Strong verb] [what you did] [result with a number].
- [Strong verb] [what you did] [result with a number].
- [Strong verb] [what you did] [result with a number].

EDUCATION

[Degree], [University], [City], [Start Year] to [End Year], CGPA [X.X/4.0]

Intermediate ([Group]), [Board], [Year], [Marks obtained]/[Total] ([Percentage]%)

Matriculation ([Group]), [Board], [Year], [Marks obtained]/[Total] ([Percentage]%)

CERTIFICATIONS

[Certification name], [Year]

[Certification name], [Year]

LANGUAGES

English ([level]), Urdu ([level])

REFERENCES

[For modern CVs: Available on request.]

[For traditional CVs: Name, job title, organisation, phone, email.]

Free CV template from JobCada (jobcada.com). Delete any section that does not apply to you, and delete the square brackets when you fill a line in.