

# FULL NAME

(Pronouns)

City, State Zip Code | Pace Email (see email alias in [Whitepages](#)) | Phone (Professional Voicemail) | LinkedIn URL | GitHub URL

## PROFILE (Optional)

[Career role/job function] professional with a degree in [Major] and with [number] of years of experience in [responsibilities/activities of job role]. Strengths include [relevant skills/strengths/knowledge for job].

## RELEVANT EXPERIENCE

### Company

City, State

Position Title

Month Year – Month Year

- Use Bullet Formula: **Action Verb + Task/Product** (What you did) + **Purpose/Result** (Why/How you did it)
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### Company

City, State

Position Title

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## TECHNICAL SKILLS (remove inapplicable categories)

**Programming Languages:**

**Machine Learning Algorithms:**

**Data Manipulation:**

**Libraries:**

**Data Visualization Tools:**

**Database Management:**

## LEADERSHIP (if applicable)

Organization Name, Position Title

Month Year – Month Year

- Use Bullet Formula: **Action Verb + Task/Product** (What you did) + **Purpose/Result** (Why/How you did it)

## ACADEMIC PROJECTS / PERSONAL PROJECTS

Project Name

Month Year – Month Year

- Use Bullet Formula: **Action Verb + Task/Product** (What you did) + **Purpose/Result** (Why/How you did it)
- Use Bullet Formula: **Action Verb + Task/Product** (What you did) + **Purpose/Result** (Why/How you did it)

Project Name

Month Year – Month Year

- Use Bullet Formula: **Action Verb + Task/Product** (What you did) + **Purpose/Result** (Why/How you did it)

## EDUCATION

Pace University, Seidenberg School of Computer Science and Information Systems

City, State

Full Degree Title (Abbreviation) in Major | Concentration: | Honors: | GPA:

Month and Year of (Expected) Graduation

Name of Previous School

City, State

Full Degree Title (Abbreviation) in Major | Concentration: | Honors: | GPA:

Month and Year of Graduation

## ADDITIONAL TRAINING & CERTIFICATIONS

Club Name/Organization/ Team, Position Title

Month Year – Month Year

## ACTIVITIES / VOLUNTEER WORK / DATATHONS

Club Name/Organization/ Team, Position Title

Month Year – Month Year

## ADDITIONAL EXPERIENCE (if applicable)

### Company

City, State

Position Title

Da Month Year – Month Year

- Use Bullet Formula: **Action Verb + Task/Product** (What you did) + **Purpose/Result** (Why/How you did it)