**Resume**

**Name**

Suburb, Postcode VIC

**M:** 0490 \*\*\* \*\*\*

**E:** insert email

\*Linked in

**Career Objective**

As a current student from the ­­­­(insert course), I am looking to obtain employment as ……

Add sentence re passion/ strength for role

 In this position I am looking to apply my skills and abilities where I can grow and develop

**Skills and Attributes**

* Insert skills and personal attributes relevant to position
* Insert skills and personal attributes relevant to position
* Insert skills and personal attributes relevant to position
* Insert skills and personal attributes relevant to position
* Insert skills and personal attributes relevant to position
* Insert skills and personal attributes relevant to position

**Education & Qualifications**

Completion year(Insert Name of Uni/Tafe here)

**Insert name of course**

* Insert subjects relevant to job
* Insert subjects relevant to job
* Insert subjects relevant to job
* Insert subjects relevant to job

Completion year (Insert Name of Uni/Tafe here)

**Insert name of course**

* Insert subjects relevant to job
* Insert subjects relevant to job
* Insert subjects relevant to job
* Insert subjects relevant to job

**Professional Experience**

year –yr **Name of Company**

*Role*

* + - * Insert duties here
			* Insert duties here
			* Insert duties here
			* Insert duties here

**Employment Summary**

year – yr **Name of Company** Role

year – yr **Name of Company** Role

year – yr **Name of Company** Role

**Awards & Achievements**

* **First Aid Certificate**
* **WWCC**
* **Police Check- Local & International**
* **RSA certificate**
* **In house training**
* **Driving License**
* **Car Owner**
* **Languages**
* **Volunteer role**
* **White card**

**Referees**

Available on request

**Availability**

Full time/ flexible