YOUR NAME

[DEGREE OR STATUS] | [KEY SKILL OR TOOL]

[City, State] | +91 [phone number] | your.name@example.com
linkedin.example.com/in/yourname | github.example.com/yourname

PROFESSIONAL SUMMARY

[Final-year student, recent graduate or diploma holder] with [one supported project, internship or activity, with a number you know]. Skilled in [two or three tools you have used]. Seeking a [target position] in [industry or team]. Delete this section if it does not help.

EDUCATION

[Degree or Diploma, Specialization], [College, City] [Month Year or Expected Month Year]
[CGPA or percentage, only if requested or helpful for this application; copy it exactly from your grade sheet].
Courses: [three to five courses related to the job]

[Class XII or Class X, only if requested], [School, City] [Year]
[Percentage, only if requested. Otherwise delete these two lines]

TECHNICAL SKILLS

[Skill group 1]: [Tools, methods or languages you have actually used]

[Skill group 2]: [Tools, methods or languages you have actually used]

[Skill group 3]: [Software, measuring tools or languages, as the job needs]

PROJECTS

[Project name], [tools used], [course project, personal project or final-year project] [Month Year - Month Year]

- [What you built or studied, for whom, and with which tools.]
- [What you did yourself, with a count, test result or user number that you know.]
- [What changed or improved, only if you can explain how you measured it.]

[Second project name], [tools used] [Month Year - Month Year]

- [Action, context and method in one line. Leave out numbers you do not have.]
- [Your part in a team project, written as your own contribution.]

INTERNSHIP EXPERIENCE

[Role or internship title], [Organization, City] [Month Year - Month Year]

- [Task you handled, the tool or process, and how often or how many.]
- [Something you checked, fixed or improved, and what happened after.]
- [Something you wrote, documented or taught that others used.]

VOLUNTEER EXPERIENCE

[Club, committee or volunteer role], [Organization, City] [Year - Year]

- [What you organized or supported, for how many people or events.]

CERTIFICATIONS AND TRAINING

[Certificate or course name], [Provider] [Year]
[Second certificate, only if relevant], [Provider] [Year]