|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Your Name Surnameassistant manager | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | |
|  | P |  | [Phone] |  | E |  | Email |  | A |  | [Address] | | |  | W |  | [Website] |
|  | | | | | | | | | | | | | | | | | | |
| Professional Summary | | | | | | | | | | | |  |  | | | | | |
| Education | | | | | |
| [Replace this section with your professional summary. Highlight your key skills, accomplishments, certifications, or any relevant information that will help you to stand out.] | | | | | | | | | | | |  | [School Name]  [City]  [State]  [Recent graduate – add your GPA] Relevant skills [focus on Hard skills: technology or process skills here]  * Marketing * Project Managment * Budget Planning * Social Media * Planning  AWARDS  * EMPLOYEE OF THE MONTH * LEADERSHIP AWARD * BEST PERFORMER AWARD | | | | | |
| Experience | | | | | | | | | | | |
| [Dates From] – [To]  [Job Title] • [Job Position] • [Company Name]  [Dates From] – [To]  [Dates From] – [To]    [Dates From] – [To]  [Dates From] – [To]    [This is the place for a brief summary of your key responsibilities and most stellar accomplishments.] | | | | | | | | | | | |
| References | | | | | | | | | | | |
| [list your actual references vs listing “upon request”. Add names and email addresses if you plan to mention references in your resume] | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | |