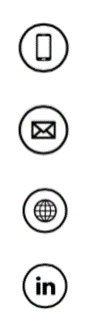
|  |  |
| --- | --- |
| JOHN SMITH | 0412 345 678  john.smith@mail.com |

**** Title (i.e. IT)

# Personal Summary

[Brief summary of career and key areas of expertise] I am currently a [job title “front-end web developer”] with [number] years’ experience working at [organization]. Having worked with over [number] clients, I am passionate about web best practice and intuitive design. My key skills and expertise include: Mention key areas within the discipline nominated with a brief sentence or two as to why they are key attributes/skills

# Key Skills

• HTML  
• CSS   
• jQuery   
• JavaScript   
• NoteTabPro   
• WAMP   
• Git Bash   
• Adobe Suite – Photoshop, Illustrator, InDesign   
• Tech support development provision   
• Client relations

# Employment

Position title | [Start month year – present (number of years)] Organization name

[Brief one or two sentence description of the organization and what it does]  
[Provide description of your role]  
[List the responsibilities, tasks undertaken, standards/codes used, problems addressed, software packages used, nature of dealings with authorities, contractors, clients, suppliers, expertise developed etc]  
[Describe how you applied IT competencies in the role]  
[List Key achievements/examples of your work]  
[Repeat for employment history]  
[For positions more than 10 years ago, a brief description is required focusing on those aspects that demonstrate how you have gained and applied knowledge of engineering principles and practices]. EXAMPLE:

• Employ best practice User Experience and User Interface to create exceptional websites   
• Undertake internal and external website testing processes   
• Provide technical support to clients   
• Liaise with back-end developers to ensure web and app logic is properly integrated   
• Integrate client’s CMS programs and data feeds into new websites, allowing for real time updates   
• Optimise sites for maximum speed and scalability

# Education

### MONTH, YEAR

## Degree Title | School, Location

### MONTH, YEAR

## Degree Title | School, Location

### MONTH, YEAR

## Degree Title | School, Location

[Put your qualifications in order of relevance, so start with Bachelor, then Masters, and any other Graduate certificate.]

# Referees

Available upon request.