**Tech Talent Central**

Address Line 1 Address Line 2, San Antonio, 78205\* (210) 555-5555 \* techtalentcentral.com

**PROFESSIONL PROFILE**

Experienced and professional \*career role or job title\* with over X years of valuable experience in monitoring project performance to ensure team and company success. Adept in working with software development, Agile workflows, QA, and change management. Known for continually achieving on time and under-budget performance goals. Accustomed to various demands of roles that people forget are parts of any job. Brings a motivated attitude towards success each day and the ability to establish strong and productive relationships with other company members.

**PROFESSIONAL EXPERIENCE**

**Your Most Recent Employer, San Antonio, TX**

*Job title, May 2015 - present*

* Overall responsibility and purpose in role.
* Highlight of success/milestone/achievement in role.
* Specific focus area or responsibility in role that overlaps with the new job you’re applying for with this resume
* Performance metric that highlights your success or effectiveness in the role that invites resume reader to ask you questions about it

**Your 2nd Most Recent Employer, San Antonio, TX**

*Job title, Aug 2011 – Apr 2015*

* Variation on the theme above
* Don’t just copy & paste
* This resume tells your story before they even meet you - make it compelling and easy for them to say “yes” to your resume
* Seriously, put some effort into this thing!

**Your 2nd Most Recent Employer, San Antonio, TX**

*Job title, Aug 2010 – Apr 2011*

* If you struggle with this…
* Have a friend ask you what you do and record what you say
* Also, have them ask you what you do best in the role and to share your best day at work in this job and why it was so great.
* Listen to your recording and share some of it in your resume

**EDUCATION**

**University of Texas at San Antonio, San Antonio, TX**

*Master of Business Administration, Expected December 2020*

**University of Texas at San Antonio, San Antonio, TX**

*Bachelor of Science in Computer Science, May 2015*

**Alamo Community College, San Antonio, TX**

*Associates in Management Info Systems, May 2013*

**ADDITIONAL SKILLS**

* Project Management
* Bilingual Spanish and English
* Information Technology Training Skills
* Web and Mobile Design
* IT Project Management

**Courses**

**Local Coding Academy, San Antonio, TX**

*Software Development, May 2017*

**Internships**

**Students + Startups, San Antonio, TX**

*Social Media Marketing, May 2016*

**Hobbies**

Volunteering in my community, reading books about stuff, and exploring the food scene in San Antonio