

NAME_SURNAME

Gender | DOB: Dateth Month, YYYY | E-mail: xyz @domain.com | Phone Number: +91-12345-67890

EDUCATION

Name Of Course	Year	Name of Institution	Percentage	Rank
Course	2015-2018	College	Upto 2 decimal points	Pursuing
Exam Name (Class XII)	2015	School's Name		Can be left blank
Exam Name (Class X)	2013	School's Name	X CGPA/Percent	

ACADEMIC ACHIEVEMENTS AND AWARDS

Any award/achievement for presentation of a research project. (Month_Year)

Any scholarship awarded or felicitated with.

Medals/titles won for outstanding academic performance.

Merit certificate/token of appreciation for academic brilliance.

Attained a certification in a relevant course, language, or examination.

Miscellaneous receipts.

INTERNSHIP/PROJECT WORK

Summer/Winter Intern, Department, Organisation's Name, City (Months of internship)

Interned under <Designation>, Mr./Ms. ABC.

Title of the project undertaken in the course of the internship

A brief description of the work done

Professional recognition, if any

Multiple internships can be presented

POSITIONS OF RESPONSIBILITY

Post/Designation, Society/Organisation, Name of the Institution

Lucid and crisp explanation of the responsibilities assumed in the capacity of the post concerned.

Figures can be used to substantiate the description.

Multiple positions can be presented

EXTRA CURRICULAR ACTIVITIES

Awards won for attaining a rank in competitions or events.

Securing a position in other extra-curricular engagements.

Miscellaneous activities falling outside the realm of normal curriculum of school or university education.

OTHER INFORMATION

Technical Skills: Proficiency in a software or a programme

Miscellaneous information