

# First Last Name

Phone: ( ) -  
Email: email@example.com  
LinkedIn: linkedin.com/in/yourname

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## OBJECTIVE

Motivated and detail-oriented recent graduate seeking an entry-level sales position to apply interpersonal and communication skills while contributing to a dynamic team.

## EDUCATION

**Degree** in Major  
University Name, City, State  
Month Year – Month Year

## RELEVANT COURSEWORK

Course 1, Course 2, Course 3, Course 4

## EXPERIENCE

### Job Title, Internship, or Volunteer Role

Organization Name, City, State  
Month Year – Month Year

- Responsibility or achievement
- Responsibility or achievement

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## SKILLS

Communication  
Customer Service  
CRM Software  
Microsoft Office  
Teamwork

## ACHIEVEMENTS & ACTIVITIES

- Club membership, leadership, or award
- Sales competition, project, or presentation