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Guía para hacer tu currículum en inglés

Contact information

Full Name:

Address:

City, State, Zip Code

Phone Number:

Email Address:

LinkedIn:

Professional Summary

Brief summary of your key skills and experiences.

Professional Experience

Company Name:

Location:

Job Title:

Employment Dates

- **Responsibilities and Achievements**
 - Example: Developed and implemented social media strategies that increased follower count by 30% in 6 months.
-

Education

Institution Name:

Location:

Degree Earned:

Dates of Attendance:

Skills

Technical Skills

- List of technical skills.
 - **Example:** HTML, CSS, JavaScript...

Soft Skills

- List of soft skills
 - **Example:** Productive, problem solving, teamwork...
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Certifications and Courses

- Certification or Course Name, Institution
 - **Example:** Google Analytics Certified, Google
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Languages

- Language and proficiency level
 - **Example:** Spanish - Native, English - Fluent, French - Intermediate
-

References

- References available upon request.
 - **Example:**

John Smith

Director of Marketing, XYZ Company

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