

[Your Name]

[Target job title in your new field]

[Email address] · [Phone number] · [LinkedIn or portfolio URL] · [City, Country]

SUMMARY

[Two or three sentences: the role you are moving into, the experience from your current field that carries over, and the training or projects that show you can do the new work]

SKILLS

[Transferable skill the new role asks for] · [Skill from training in the new field] · [Tool used in the new field that you have practised] · [Second transferable skill] · [Domain knowledge from your current field]

PROJECTS

[Project in the new field], [Course, volunteer role or personal project] [Month Year] – [Month Year]

- [What you did and the tools you used]
- [Outcome you can verify]

PROFESSIONAL EXPERIENCE

[Current or most recent job title], [Employer name, City] [Month Year] – Present

- [Achievement that shows a skill the new role needs, with a number you can verify]
- [Responsibility that carries over to the new role]
- [Cross-team work, training or process you can document]

[Previous Job Title], [Previous employer, City] [Month Year] – [Month Year]

- [Most relevant achievement from this role]

EDUCATION

[Degree and subject] [Year]

[University or college, City]

CERTIFICATIONS

[Course or certification for the new field] [Year]

[Issuing organization]