**Optimize your resume to get more job interviews**

This free resume template will help you write an ATS-friendly resume. But how do you know what the hiring manager is looking for? What skills and experience should you list to show you’re the best candidate?

[**Jobscan’s resume scanner**](https://www.jobscan.co/?utm_medium=referral&utm_source=resume-templates&utm_campaign=ats-templates&utm_content=internal-link) **helps you optimize your resume for each job listing so that your application is more attractive to recruiters and hiring managers.**

An optimized resume leads to more responses, more interviews, and more offers for the jobs you *really* want.

*“Honestly, it was like the floodgates opened. Within a week…I was absolutely flooded with contacts and people reaching out.”* [*Kelly, South Carolina, Jobscan User*](https://www.jobscan.co/blog/kelly-built-a-network-and-landed-a-job-in-a-new-city-using-jobscans-linkedin-optimization/?utm_medium=referral&utm_source=resume-templates&utm_campaign=ats-templates&utm_content=internal-link)

*”It’s the greatest tool that I have seen when it comes to searching for jobs.”* [*Mark Stark, Career Success Coach*](https://www.jobscan.co/blog/why-this-career-coach-uses-jobscan/https%3A/www.jobscan.co/?utm_medium=referral&utm_source=resume-templates&utm_campaign=ats-templates&utm_content=internal-link)

*“We’re seeing easily 30% or more increase in calls from recruiters when our students use Jobscan to tailor their resumes.”* [*Jeffrey Stubbs, Director, Baylor University Career Center*](https://www.jobscan.co/blog/jobscan-case-study-baylor-university/https%3A/www.jobscan.co/?utm_medium=referral&utm_source=resume-templates&utm_campaign=ats-templates&utm_content=internal-link)

It’s frustrating to apply for dozens of jobs and not get any interviews. Use [Jobscan](https://www.jobscan.co/https%3A/www.jobscan.co/?utm_medium=referral&utm_source=resume-templates&utm_campaign=ats-templates&utm_content=internal-link) to optimize your resume, cover letter, and LinkedIn profile.

**90% of Jobscan Premium users landed an interview.**

Jobscan users have been hired by:





## **Julio Rivera**

City, State Zip • (713) 555-1234

juliorivera@email.com • linkedin.com/in/your-name-here

If you don’t have much work experience as a recent grad, a [strong summary statement](https://www.jobscan.co/blog/resume-summary/?utm_medium=referral&utm_source=resume-templates&utm_campaign=ats-templates&utm_content=internal-link) can help add valuable context to your application. Use this statement to communicate the career track you’re pursuing, any specialties from your education or personal projects, and how you will contribute.

## **Education**

Degree, Graduation Year, GPA 3.8/4.0

College Name, Location

* [List course titles](https://www.jobscan.co/blog/resume-education-section/?utm_medium=referral&utm_source=resume-templates&utm_campaign=ats-templates&utm_content=internal-link) (not numbers) that are directly relevant to the job.
* Include details of the coursework or special projects that prove you have experience in your target industry.
* Include academic accomplishments like being on the Dean’s List (Semesters, Years)
* List your most relevant fraternities/sororities, clubs, teams, etc.
* Include your role within the organizations. Tie information back to the job.

## **Relevant [Industry] Experience**

**Company 2**, Location

*Job Title* (MM/YYYY)-(MM/YYYY)

If you have industry-specific [internships](https://www.jobscan.co/blog/perfect-summer-internship-new-grad-opportunity/?utm_medium=referral&utm_source=resume-templates&utm_campaign=ats-templates&utm_content=internal-link) or work experience right out of college, consider separating it into its own section. Some applicant tracking systems might have trouble parsing this, but it will help recruiters home in on your most relevant experience.

**Company 1**, Location

*Job Title* (MM/YYYY)-(MM/YYYY)

Take extra care to tailor these sections to the job with [resume keywords](https://www.jobscan.co/blog/top-resume-keywords-boost-resume/?utm_medium=referral&utm_source=resume-templates&utm_campaign=ats-templates&utm_content=internal-link), hard skills, and relevant [accomplishments](https://www.jobscan.co/blog/resume-accomplishments-examples/?utm_medium=referral&utm_source=resume-templates&utm_campaign=ats-templates&utm_content=internal-link).

## **Additional Work Experience**

**Company**, Location

*Job Title* (MM/YYYY)-(MM/YYYY)

If you have work experience that is completely unrelated to your new field post-grad, list it briefly here. Share transferable skills but don’t feel the need to go into great detail.