

Sample 1:

I always knew that I wanted to write, but I wasn't ever sure how to go about it. I started a small personal travel blog when I was around 15 and when I joined college, I wrote for my school's magazine (The University News). These experiences led to me getting an internship with a magazine in New York City while I was a junior at college.

When I graduated, I joined the Resume Worded Times as an entry-level writer and have been here since! I'm now a Lead Writer on the Editorial Team and over the last three years, I've written over 75+ articles covering a broad range of industries, including education, politics and entertainment. My work has been featured in major publications globally, including Forbes, Resume Worded and Entrepreneur Weekly.

Outside of work, I serve on the executive team at the Young Women in Journalism, an organization committed to improving the networking and success of women in journalism across the USA.

I enjoy traveling, eating my way around the world and sharing experiences on my blog!

If you ever want to bounce ideas off of me, please feel free to visit my blog at resumeworded.com or contact me on Twitter @ResumeWorded!

Skills:

- Content Marketing
- Search Engine Optimization (SEO)
- Blog Posts
- Guest Posts
- Branding
- Journalism
- Politics

Sample 2:

With over [enter number of years] of experience as a sales manager with [enter company], I know what it's like to go the extra mile and always make my sales quota.

Knowing what the client needs, getting them product, and driving sales are things I am passionate about.

My specialties include Excel, Word, scheduling, filing, account management, sales, customer service, working independently, interpersonal skills, great at managing people.

Although deeply passionate about my area of expertise, I'm also passionate about baking!

If you think I may be a good fit for your company, or if you'd like to get together and chat over a slice of homemade chocolate cake, email me at [enter email].