

MARY LIM

Phone: +65 1234 5678 | Email: s1234@ntu.edu.sg

EDUCATION

Nanyang Technological University, Singapore **Aug 2015 - May 2019 (Expected)**
Bachelor of Engineering in Electrical and Electronic Engineering

Specialisation: Intelligent Systems & Control Engineering
Expected Honours (Distinction) CGPA: 4.30/5.00 (optional)

Nanyang Technopreneurship Centre, Singapore **Jun 2017 – Feb 2018**
Minor in Entrepreneurship

International Exchange Program (Optional) **Jun 2016 – Feb 2017**

ACADEMIC PROJECTS (OPTIONAL)

NTU Singapore **Aug 2018 – Apr 2019**
Final Year Project Title

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WORK EXPERIENCE

Company ABC **Jan 2018 – Jun 2018**
Assistant Engineer (Intern)

- Worked closely with ...
- Set up successfully ...

Company DEF **May 2017 – Jul 2017**
Logistic Assistant

- Picked accurately ...
- Re-engineered ...

CO-CURRICULAR ACTIVITIES & COMMUNITY SERVICES

AIIESEC Singapore. Entrepreneurship Challenge Committee **Apr 2017 – Sep 2018**
Vice President

- Led ...
- Collaborated ...
- Initiated ...
- Planned ...

EEE Welcome Day **Jan 2017 – Aug 2017**
Chair

- Managed an online community of 5,000 followers ...
- Presented to ...
- Achieved 95% ...

GHI Community Centre **Jan 2016 – Dec 2016**
Volunteer Tutor and Event Organiser

- Tutored a weekly class of 10 students with an average of one grade improvement over 6-month period
- Organised a fund raising event with over 200 participants and secured ...
- Managed ...

SKILLS

Digital Skills: Proficient in LabVIEW, Matlab, C++ Programming, Microsoft Office
Languages: Proficient in English and Chinese

HOBBIES & INTERESTS (OPTIONAL)

Travelling, Photography, and Sports (basketball and soccer)

First Visual Impression
Professional, Clean and Simple

LinkedIn, Design/
Creative/ Project
Portfolio URL at the
header (Optional)

FYP, School Project,
Research Project,
Coursework Project

Work Experience
includes both Work and
Internship

Tense
Past Tense
(Except Current Job)/
Appointments

Strong Action Verbs
3-4 Bullet Points

Readable Font Type
and Font Size
E.g., Arial
11-12

Be Consistent
Alignment (left / right)
Months MMM format
(Jun / Sep), Year YYYY

No. of Pages
Within 1-2 pages
(Full page)

Format of File
PDF (one file)
Recommended but
subject to employers'
instructions; do not pdf
a graphic file

Avoid
Typo Error
Grammatical mistake
Abbreviations