**[Your Name]**

[Current job title, if applicable]

[Street Address, City, Zip Code]

[Contact number] | [Professional email address]

[Website/blog link] | [Link to educational YouTube channel]

**Summary**

[Briefly discuss the experience, skills, and key qualities that make you a great school counselor. If this is your first school counseling position, briefly mention the other types of counselling you have done and how your experience relates to this new role.]

**Achievements/Highlights**

[List any achievements/awards you’ve received or notable projects/initiatives you’ve worked on as a school counsellor/counselor.]

**Experience**

*(If this is your first school counselor position, list other counseling experience, social work, or related volunteer positions here. The experience section should be an indication of the hours worked.)*

[Company Name / Job Title, Month 20XX - Present, Location]

[Briefly describe key duties and contributions. Mention any programs you designed, conferences you participated in, or events you helped organize. Experience administering and interpreting personality and behavioural assessments, etc., should also be mentioned here.]

[Company Name / Job Title, Month 20XX - Month 20XX, Location]

[Briefly describe key duties and contributions. Mention any programs you designed, conferences you participated in, or events you helped organize. Experience administering and interpreting personality and behavioural assessments, etc., should also be mentioned here.]

[Company Name / Job Title, Month 20XX - Month 20XX, Location]

[Briefly describe key duties and contributions. Mention any programs you designed, conferences you participated in, or events you helped organize. Experience administering and interpreting personality and behavioural assessments, etc., should also be mentioned here.]

**Education**

[School or institution | Location, Month 20XX - Month 20XX]

[Degree name / Majors]

[School 2 | Location, Month 20XX - Month 20XX]

[Degree name / Majors]

**Licenses & Certifications**

[Name of certificate / license, Institution, 20XX]

[Name of certificate / license, Institution, 20XX]

[Name of certificate / license, Institution, 20XX]

**Skills**

* [Bulleted list of key skills relevant to counseling. List 5–10 skills, including both soft and hard skills. Be sure to include software and tools you’re familiar with, as well as counselling methods and assessments you’re well-versed in.]