



EPAM Systems, Inc.
41 University Drive, Suite 202
Newtown, PA 18940
267 759 9000 Phone
267 759 8989 Fax
www.epam.com

NAME SURNAME – POSITION

SUMMARY

- 7-10 short sentences are just fine, present it as a bulleted list;
- List your strongest skills;
- Include your major areas of expertise, if you possess any professional certification - list it here;
- Mention business domains in which you feel the most confident;
- Create long-lasting positive impression using active verbs and describing achievements / goals / results achieved;
- Describe your reliability and responsibility level (Are you expected to work under supervision? Self-dependent? Supervising others? Leading the team? etc.);
- Degrees can also be mentioned in the summary section as it might be considered as a competitive advantage;
- Do not include your personal information, such as your marital status, children etc.

Technical Skills:

Mark all relevant technical skills, mark business skills, specify methodologies (Agile, Scrum, Waterfall, ITIL, for PM - PRINCE or PMBoK, or similar)

- Languages:
- Technologies and Frameworks:
- Tools:
- Operating Systems:
- Databases:
- Version Control Systems:
- Integrated Development Environment:
- Web/Application Servers:
- Methodologies:

WORK EXPERIENCE

Start Date - End Date - Position, Company, Location

Customer: Write 1-2 sentences about the Customer: business domain, global/local importance, possibly some major milestones

Project: *Write 2-3 sentences about the project: its scope and business value for the Customer, the scale of the project and its challenges*

Team Size: *A brief list of specialists involved in the project*

Project Role: *Mention all the Project Roles you played, they might differ from the position you occupied*

Tasks performed:

- *Write 5-7 sentences about your role on the project. Focus on things like personal responsibilities and input to the project, your day-to-day activities, the methodology adopted, communication levels on which you were involved*

Environment: *Enumerate languages/databases/tools/technologies, etc. used in the project*

EDUCATION

Name of the Education Establishment:

Faculty/College:

Degree (Diploma):

Specialty:

Trainings/Courses:

-

Certificates:

-