

**NAME**

Address • City, Province • Postal Code • Phone Number • Email Address

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**PROFILE**

Brief paragraph summarizing skills and experience, and/or objective.

**WORK EXPERIENCE**

**Company Name, City, Province**

**Aug 2003 - present**

**Position**

List key responsibilities and accomplishments under each position

- Identified and .....
- Designed .....
- Presented.....
- Worked closely with.....
- Executed.....

**Company Name, City, Province**

**Oct 1999 – July 2003**

**Position**

List key responsibilities and accomplishments under each position

- Identified and .....
- Designed .....
- Presented.....
- Worked closely with.....
- Executed.....

**Company Name, City, Province**

**July 1996 - Sept 1999**

**Position**

List key responsibilities and accomplishments under each position

- Identified and .....
- Designed .....
- Presented.....
- Worked closely with.....
- Executed.....

**Company Name, City, Province**

**Jan 1991 - June 1996**

**Position**

List key responsibilities and accomplishments under each position

- Identified and .....
- Designed .....
- Presented.....
- Worked closely with.....
- Executed.....

**EDUCATION****M.B.A., University of Toronto**

Toronto, Ontario

**1999**

- Concentration: Finance
- Ranked #1 in full-time graduating M.B.A. class  
Dean's List (M.B.A.); Etc...

**Canadian Securities Course, Honours****1994****B.A. Honours Economics (Cum Laude), York University**

Toronto, Ontario

**1990**

- Full tuition scholarship each year
- Prize for .....

**SKILLS**

List in bullet form as above

- Languages: Fluent in English, French and Spanish
- Computer Software: .....
- Business Software: .....

**INTERESTS / OTHER ACTIVITIES**

List in bullet form as above

- Runner, skier and golfer
- Chairman of.....
- Member of.....
- Volunteer at.....

**SELECTED TRANSACTION EXPERIENCE/ DEAL SHEET (OPTIONAL)**

**Company Name** **2003 - present**

**Position**

- List deals.....
- .....
- .....
- .....

**Company Name** **1999 - 2003**

**Position**

- List deals.....
- .....
- .....
- .....

**Company Name** **1996 - 1999**

**Position**

- List deals.....
- .....
- .....
- .....