**[Your Name]**

[Your Phone Number] | [Your Email] | [LinkedIn or Personal Website (if applicable)] | [City, State]

**Professional Summary**

Hardworking and reliable [your profession/skill area] with experience in [industry or skill set]. Skilled in [list relevant skills] with a strong ability to [highlight strengths like problem-solving, teamwork, adaptability]. Dedicated to learning, growing, and contributing to a meaningful role.

**Work Experience**

**[Most Recent Job Before Incarceration]**

[Job Title] | [Company Name] | [City, State] | [Years Worked]

* [Key responsibility or achievement that highlights skills]
* [Another responsibility or contribution]
* [Quantifiable result or improvement]

**[Rehabilitation & Skills Development] *(Alternative to listing "Incarceration" directly)***

[Job Training, Apprenticeship, or Vocational Program] | [Institution or Program Name] | [Years Participated]

* Developed expertise in [industry-related skill] through hands-on training.
* Completed coursework or certification in [specific field, e.g., construction, logistics, IT support].
* Demonstrated leadership, teamwork, and adaptability in structured environments.

*(If you worked a job while incarcerated, such as in maintenance, kitchen services, or logistics, it can be framed as "Work Experience" rather than listing the facility name.)*

**[Current or Most Recent Job Since Release] *(If Applicable)***

[Job Title] | [Company Name] | [City, State] | [Years Worked]

* [Showcase how you applied skills and work ethic in this role]
* [Mention any promotions or contributions]
* [Quantifiable results or recognition]

**Education & Certifications**

[Degree or Certification] | [School/Program Name] | [Year Completed]  
[Additional Certification or Vocational Training] | [Issuing Organization]

**Key Skills *(To strengthen credibility)***

* [Skill #1] (e.g., Leadership, Conflict Resolution, Team Collaboration)
* [Skill #2] (e.g., Time Management, Organizational Skills)
* [Skill #3] (e.g., Technical Skills, Customer Service, Manual Labor)
* [Skill #4] (e.g., Adaptability, Strong Work Ethic)

**References Available Upon Request**