|  |  |  |  |
| --- | --- | --- | --- |
| JACK Morris |  |  |  |
| **Surveyor**  Miranda, NSW, Australia  XXXX XXX XXX  jackjmorris@example.com  linkedin.com/in/example |
|  | | | | |

This document is intended for inspiration and guidance only. Tailor it to highlight your unique skills and experiences that align with the role you’re applying for – don’t copy directly**.** It is based on a **fictional persona** – any similarity to an actual person is coincidental and unintended.

|  |  |  |  |
| --- | --- | --- | --- |
| EDUCATION **DIPLOMA OF SURVEYING**  Ultimo TAFE, NSW  Completed December 2023  **HIGHER SCHOOL CERTIFICATE**  Cronulla High School, NSW  Graduated 2021 LICENCES AND CERTIFICATIONS  * Construction Induction (White Card) * Completed 'Prepare to Work Safely in the Construction Industry' course  REFERENCES  * **Bob Thebuilder** Owner Bob Thebuilder Construction bob@example.com.au XX XXXX XXXX * **Chris Cad** Senior Teacher, Surveying Department Ultimo TAFE chris.cad@example.edu.au XX XXXX XXXX |  |  | CAREER OBJECTIVE Recent Surveying graduate now looking to gain practical experience with a surveying company working on large scale infrastructure projects. WORK EXPERIENCE **Building Labourer,** Bob The Builder Construction  2022 to present Performing a variety of tasks such as site preparation, material handling and clean-up.Assisting qualified surveyors and other professionals onsite to learn the basics of their trade.**Trainee Supervisor, Crew Member**, McDonald’s Gymea2017 – 2019Achieved promotion to trainee supervisor after 12 months.Led the kitchen team to manage orders and prepare food efficiently.Provided fast and friendly service to customers in a high-pressure environment.Handled cash and EFTPOS transactions using the point-of-sale system accurately.SKILLS  * Industry-standard surveying equipment (total stations, GPS units and levels) * CAD software * Data analysis and reporting in 12d Model, 12d Synergy and 12d Field * Familiarity with construction practices, building codes and regulations including NSW Surveyor General Directions * Proficient in geospatial and mapping principles  VOLUNTEER EXPERIENCE **DRUMMER** The Theodolites (local band)  2017 – present   * Performing covers and original songs at local council events.   **VOLUNTEER** Meals on Wheels Sutherland  2022 – present   * Delivering meals to elderly and less mobile residents in the Sutherland Shire. |