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| --- | --- |
| TAU CMC RESUME TEMPLATE | |
| **Full Name** | |
| Phone number *(Required)*| sofaer.coller@gmail.com *(Required)* | Address *(Optional)* | |
|  | |
| **EDUCATION** | |
|  | |
| **COLLER SCHOOL OF MANAGEMENT, TEL AVIV UNIVERSITY**  ***M.B.A., Sofaer Global MBA, Concentration*** *(Optional)* | Tel-Aviv, Israel |
| Graduation Date *(August or December 2018)* |
| * Honors/Awards: (Fellowship, Scholarship, etc.) * Leadership: * Membership: (Professional Clubs, etc.) * Other relevant activities: (Participation in Case Competition, Boot Camp for early stage start-ups, etc.) | |
|  | |
| **UNDERGRADUATE UNIVERSITY**  ***B.A. (or equivalent), Major/Minor*** | Location |
| Graduation Date |
|  | |
| * Other relevant information about your undergraduate education (honors, leadership, memberships, etc.) * Study Abroad: (example: Oxford University, completed tutorials in International Economic Development and…) | |
|  | |
| **EXPERIENCE** | |
|  | |
| **INTERNSHIP/PROJECT COMPANY**  ***Internship Title*** | Location of Office |
| Dates of Internship |
| * Analyzed potential M&A transactions …………………..…………resulting in………………… * Led cross-functional team of ……………….…...increasing revenue by X% …..……………… * Other accomplishments you achieved during the internship……………… | |
|  | |
| **COMPANY 1** *(If the company is not well-known, include a brief company description)*  ***Title A*** | Location(s) of Office |
| Dates of Employment |
| * Managed a team of…..and executed the 3-month project……resulting in new projects for clients worth over $M…. * Re-negotiated contracts with vendors worth over $M ……………….…………….……. which led to…… * Developed new marketing strategy and implemented…………..……… increasing market share by X%... * Other accomplishments you achieved……………..………………………………… | |
|  | |
| ***Title B*** | Location(s) of Office |
| Dates of Employment |
| * Established new processes ……………….………………...……… reducing downtime by X%... * Led a team of ….. in designing and executing….……………….……………….……………… * Identified…..……and presented solutions to client’s senior management…………..………….. resulting in additional engagements worth $XXX,000 over 4 months…. | |
|  | |
| **COMPANY 2** *(If the company is not well-known, include a brief company description)*  ***Title*** | Location(s) of Office |
| Dates of Employment |
| Researched and developed… … presented to senior management ………………………………  Collaborated with………………………………………………………………………  Initiated… | |
|  | |
| **ADDITIONAL [THIS SECTION IS OPTIONAL, BUT RECOMMENDED]** | |
|  | |
| * Fluent in … | |
| * Volunteering, Memberships, Activities, Awards, Hobbies, Interests, etc. | |
| * Other interesting things about you that might make a positive impression and/or demonstrate your interest in your target industry/function | |