

## Curriculum Vitae

Name: Taro YAMADA (氏名)  
Date of Birthday: 3 March 2000 (生年月日)  
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### < Work Experience >

- April 20xx – March 2022 Computer Programmer (職種名 例:プログラマの場合)  
xxx Corporation Tokyo, Japan (会社名、都市・国名)  
Duties included: (以下に仕事の内容を記載)
- Write, modify, integrate and test software code
  - Maintain existing computer programs by making modification
  - Assist in the development of logical and physical specifications
- April 20xx – March 20xx Sale Representative (職種名 例:営業の場合)  
xxx Co., Ltd. Chiba, Japan (会社名、都市・国名)  
Duties included: (以下に仕事の内容を記載)
- Promote sales to existing clients
  - Identify and solicit potential clients
  - Provide clients with presentations on the benefits and uses of goods and services
- April 20xx – March 20xx Administrative Clerk (職種名 例:事務の場合)  
xxx Co., Ltd. Vancouver, Canada (会社名、都市・国名)  
Duties included: (以下に仕事の内容を記載)
- Compile, verify, record and process forms and documents
  - Maintain inventory of office supplies

### < Education >

- April 20xx – March 20xx XXX University Tokyo, Japan (学校名、都市・国名)  
Bachelor's degree in Economics (専攻)
- April 20xx – March 20xx XXX High School Chiba, Japan (学校名、都市・国名)  
High School Diploma (高校卒業資格)