

About.com Job Searching

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Resume, CV, Cover Letter, and Job Letter Samples

By [Alison Doyle](#), About.com Guide

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Review sample resumes and letters to get ideas for both the formatting and the content of your job search materials. Then, use a template to create your own personalized resumes and letters.

Resume, Cover Letter and Curriculum Vitae Samples

[Sample Resumes](#)

Sample resumes, including chronological, functional, and mini, as well as templates for resume writing.



Cover Letter

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[Resume Templates](#)

Use a resume template or a sample as a starting point for creating your own resume. Add your information to the resume template, then tweak and edit it to personalize your resume, so it highlights your skills and abilities.

[Sample Cover Letters](#)

Sample cover letters and templates for a variety of occupations and employment situations.

[Samples for Students](#)

Sample resumes, cover letters and reference letters especially for high school students, and college students and graduates seeking employment.

[Sample Curriculum Vitae \(CV\)](#)

Curriculum vitae samples, formats, and templates.

Sample Employment Letters and Email Messages

[Letter Samples](#)

Letter samples for job seekers, including cover letters, interview thank you letters, follow-up letters, job acceptance and rejection letters, resignation letters, appreciation letters, and more great employment letter samples.

[Letter Templates](#)

Letter templates for applying for jobs including cover letter templates, resignation letter templates, thank you letter templates, and other job search related letter templates.

[Job Search Email Messages](#)

Sample job search email messages including cover letters, thank you letters, resignation letters, and other sample formatted email messages. Also review [job search email etiquette](#).

[Job Application Letters](#)

Writing job application letters, and job application letter samples, examples, and templates to use to write application letters to send with a resume when applying for jobs.

[Follow Up Letter Samples](#)

Follow up letters to send after an interview, and to follow up on a resume or a job application you have submitted.

[Sample Networking Letters](#)

Sample job search networking letters including referral letters, letters of introduction, and networking outreach letters.

[Reference Letter Samples](#)

Sample reference and recommendation letters, letter samples for character references, a reference letter template, and a letter asking for a reference.

[Resignation Letter Samples](#)

Sample resignation letters include a basic letter to say you are leaving, plus formal resignation letter samples thanking your employer.

[Thank You Letter Samples](#)

Thank you letters for job interviews and career assistance, including how to write a thank you letter, who to thank, how to send your thank you letters,

and sample thank you letters.

[More Job Letter Samples](#)

Do you need to reject a job offer or accept one? How about withdrawing your application for the position or making a counter offer? Here are a variety of employment-related letters you can edit to fit your circumstances.

Sample Job Applications

[Sample Job Applications](#)

These sample jobs applications will give you an idea of the information you will need to complete when you fill out an application for employment.

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Please Note: These samples are provided for guidance only. The provided information, including samples and examples, is not guaranteed for accuracy or legality. Letters and other correspondence should be edited to fit your personal situation.

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