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Looking for a simple resume template? Something clean, simple, neat, uncluttered and minimal? You are in the right place. We have over a dozen of the simplest templates for a resume or resume that you've ever seen. Oh, and the bonus-they all have matching simple cover letter templates as well. So let's get started. Here are 14 of the best simple resume templates and layouts: 1CascadeCascade is first on our list of basic resume templates, but it's no slouch. It's one of our most creative resume templates, but it does creativity in a discreet way. Want to save time and prepare your resume in 5 minutes? Try our builder resume. It's fast and easy to use. In addition, you'll get ready-made content to add with one click. See the 20 summary templates and create your resume here. Create your nowSplit resume into two columns, the right side does the hard work, your longer sentences and paragraphs, while the shorter left is reserved for short details such as your resume skills or licenses. You can choose from dozens of accent colors, and this color will determine both the left sidebar and the title of the section title. If you're looking for a neat professional template for your current job search, look no further. Cascade is a powerful but simple resume template, and it's quite popular with the IT crowd. Use it for AN resume, the web developer resumes, and the .NET developer resumes. Pro Tip: Tailor your resume! Just because you choose a simple resume format doesn't mean you have to be lazy. Hiring managers hate shared resumes, so always personalize it for this particular job. 2ConceptLike Cascade summary layout before, our concept offers a left sidebar in the accent color of your choice. However, this one is reserved only for dates, ideal for writing back-chronological resumes. In the core area of this basic resume template, you have plenty of room to go from top to bottom, from resume resume resumes or career goals at the top, to more trivial details, such as hobbies and interests, at the bottom. Whatever basic resume format you go with, the concept template is ready and waiting for you to use in our state-of-the-art builder resume. This simple cv template is especially great for resumes of food, culinary resumes and a bartender's resume. Pro Tip: There are three main resume formats to choose from: chronological, functional and hybrid. Choose the layout that will work best to show your professional experience. 3CrispIf you're looking for a clean resume template, Crisp is almost synonymous. Starting with a title with a full width on top, it is divided into two columns for the rest of the document. Solid skills and soft skills are provided unique a rating system that easily identifies for the recruiter your ability levels. On the right side, there is plenty of room to talk up to a longer form of text such as your resume summary Experience. Although it is considered one of the best basic examples of resumes, it is still an elegant resume that gets the job done! Crisp is a favorite among administrative leaders, so use it for the account manager's resume, office manager's resume, and executive assistant's resume. Pro Tip: Choose the perfect font resume. Use a 10-12pt font size in the bulk of your resume and cover letter, and go up 2-4pts for the titles section. 4CubicIf you're looking for a great simple resume to find a job, Cubic is your best bet. Cubic is the main CV template that comes in an elegant, three-tone design. The top uses the accent color of your choice just for your name and professional name or branding statement. Under the title, the summary is divided into two columns. The right sidebar is in a darker gray color, subtly separating its contents from the left, which are longer sentences and texts such as your academic experience in resumes. Cubic is a hit with managers, so choose this one for the resume store manager, bar manager resumes, and sales manager resumes. Pro Tip: If you need help writing an actual resume, it's simple, too. Switch to our resume examples where we have HUNDREDS sample resumes from different professions to choose from as a resume download. 5DiamondDiamond is a simple resume template with one column, but it makes good use of its space. With the classic resume heading on top, you are given plenty of space and an alternate color for your name, job title, and contact information to stand out. Below is the full width area for the rest of the resume sections in the more traditional resume format. And, every entry to work and skill you list gets your own diamond-shaped bullet point for a single theme. This is one of our simplest and simplest examples of resumes, but it's no slouch! Service employees often choose this basic resume layout, so select it for a support resume, customer service resume, and IT resumes. Pro Tip: How long should there be a resume? Make your resume format download one page if you have little experience, but two pages is good. Don't go any longer than this if you're writing a graduate summary for PhD programs. 6EnfoldEnfold as a mirror image of our Cascade download resume format. As a stylish resume template with a simple resume format, this one offers a clearly defined boundary section to allow the hiring manager to find a specific area they want with relative ease. The address in the resume goes in the upper right direction, ensuring that the employer's view is not distracted from the important information in the main column. It also uses a professional resume chart system to effectively document different abilities. Marketers adore this resume design, so it's perfect for marketing resumes, social media resumes, and digital marketer resumes. Pro Tip: If you are on a quest Resume patterns, be careful. Free resume templates are often not optimized to play nicely with HR programs like ATS, which is a software designed to pass your resume for keywords. 7Iconic there are many icons in our Iconic CV design, but it's also iconic as it combines what an old-school resume feel from the 90s with modern resume features (these aforementioned icons are among them). It's a simple resume format from just one column, and it uses enough white space to help steer the recruiter's eye to where they're looking. Iconic is also easy to download as a resume template. This professional template for resume and accompanying letter is neat and neat, but it can get long, I suggest using this when you have a resume with little work experience. This simple resume layout is perfect for actress resumes, model resumes, and music resumes. Pro Tip: Thinking about using resume infographic templates? Think twice. Those images that make up the infographic resume can cause the AIT software we mentioned earlier to go awry, making your resume as ineffective as if you sent anything at all. 8InfluxInflux is a basic resume template that resembles a great resume plan, making it one of the most professional resume templates we offer. Using this layout, employers easily see your employment history, academic education, skills and achievements all at once. The title section is a neat color bar holding your name, contact details and personal URLs separate from the important resume content below. And to really make the hiring manager sit in a excitement-simple cover letter template is perfect for this resume layout. If it's the manual labor job you're looking for, this basic resume style is awesome for a forklift driver's resume, a warehouse worker resume, and a dog walker resume. Professional tip: What to include in the resume? Check out that link to get ideas for different sections of your resume to add to really make your unique, such as volunteer experience or proud achievements. 9InitialsInitials is a pure resume template with a simple design that somehow manages to match a gigabyte of information in a small footprint, and a large circle of namesake with the initials of your name to stand out to recruiters. The initials are one of our most basic resume designs, but it retains enough unique features to still help you stand out among other candidates. The CV Initials template is good for resumes recruiter's resume and HR resumes. Pro Tip: In most resume headlines, skip links on social networks except for your LinkedIn profile URL. However, you can break this rule if it is crucial for work such as Behance for graphic designers, for example. 10ModernWe've got a lot of a lot modern resume templates, but this one takes the crown. The coloured bars in the upper left and top right corner respectfully urge the hiring manager without being disgusting about it. Divided into two columns, the main area of the body resume gets neat arrow tapes that point to each title section, perfect for the often too quick-look the employer gives for the first time. Your resume writing within gets framed in a style that is sure to make a great first impression at your next interview! Modern resume design is popular with people in health and medicine. Use this layout for a medical resume, CNA resumes, and the doctor's assistant resumes. Pro Tip: Need help tweaking resume content? Check out our resume tips and resume dos and don'ts to help you write the best resume possible. 11Muse Muse is a clean design resume that offers two and a half columns. The left is ideal for short information, the right side is ideal for longer texts, and the mini-middle column is reserved specifically for dates, offering the employer a simple timeline for your professional history. Just look at this functional resume sample above. Shaded squares are used in your skills and foreign language examination sections to show the HR manager exactly where you stand. If you need to put everything on a one-page resume, it gives you space to do so. A shortened section for a resume resume or purpose ensures that it doesn't get lost in your resume. This is the perfect resume for those looking for the best resume templates out there that are clean, basic and minimal in design. People who work with data enjoy creating their CV with Muse design. Select a resume layout for a scientist's resume, a data analyst summary, and a management consultant's resume. Pro Tip: Sometimes the hardest part of a resume is just beginning. Read our post on how to start a resume to get you past that original writer's block. 12NewcastNewcast is a simple resume template that is minimalist in design and location. As a mock resume with one column, you decide what you need to get priorities, whether it's your job history, education or renewal certification. Laid out in an orderly manner, Newcast ensures that the hiring manager finds a section they need quickly with its bold headlines and adjacent box icons. The corresponding template of the letter app is enabled with this design, and choose from dozens of color combinations to really make a unique resume. One of our simplest examples of resumes, but effective nonetheless! Newcast is a favorite in medicine as well. Choose this one for dental hygienist resume, care and medical resumes. Pro Tip: Keywords on your resume are an important part of adapting it to work. Use the job ad requirements section to find the best words to use in your resume. 14SimpleThe resume. 14SimpleThe The CV format is as flawless as they come, a minimalist design that throws you in the best light. The headline of this simple simple resume starts out as a matter of full width, giving a lot of real estate for your professional profile statement. At the bottom, this basic resume template is divided into two columns. On the left is a sidebar designed for short texts, such as skills section, language abilities, and personal information. On the right is the main section, designed for longer texts such as your education, job descriptions, and other important information. If you are looking for a professional resume template to play well with fastidious tracking systems for applicants, this is for you. Ideal for non-experience positions, new jobs, and education professions such as primary resume teacher, college resumes graduate, and high school resumes! Pro Tip: Keywords are important in resumes, but so are action words and powerful verbs. Use them throughout your resume to add some oomph to otherwise bland wording. 14Vibes Latest, but not least -Vibes. Vibes is one of our minimalist resume templates. He keeps the document neat and uncluttered, prioritizing the headlines with one color and taking advantage of the white space inside. The bar schedule allows the recruiter to easily visualize your skill levels and knowledge of foreign languages. Icons in neat little squares make each title pop title without spending much effort at all. Vibes is a good resume format for any position, from a college graduate resume to an electrical resume. The key TakeawayBasic resume templates and simple cover letter formats don't mean you need to sacrifice important items. With 14 clean resume templates you've seen above, you can have a minimalist design at the same time with all the bells and whistles. But - Follow these rules when choosing a simple resume template: Use the white space to really keep your resume layout neat and uncluttered. Avoid simple resume templates that can be downloaded for free, as they are often not optimized for ATS programs. Stay away from using the basic resume template for Microsoft Word or Google Docs. In most cases, choose a pdf version to always visualize it correctly. Know how to write a simple resume because a minimal resume template still deserves the most effort in writing! Do you have any questions about our simple resume templates? Need help deciding which clean resume template is appropriate for your situation? Let's chat below in the comments and thanks for reading! 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