



## Le créateur de CV d'Indeed (Indeed Resume Builder)

Indeed Resume Builder est un outil gratuit qui vous aide à rédiger un CV (resume) qui reflète votre expérience professionnelle antérieure et/ou toute autre expérience pertinente.

### Instructions

1. Ouvrez votre navigateur Internet (Chrome, Internet Explorer, Safari, etc.) et allez à l'adresse suivante <https://www.indeed.com/create-resume>



# Easy and Free Online Resume Builder

Create your resume in minutes with Indeed's free resume builder. Download it to your computer or use it to apply for any job on Indeed.



[Build your free resume](#)

2. Sélectionnez le modèle dont l'aspect/la description vous plaît. Pour cet exemple, nous choisirons minimaliste.

## Select a template to get started

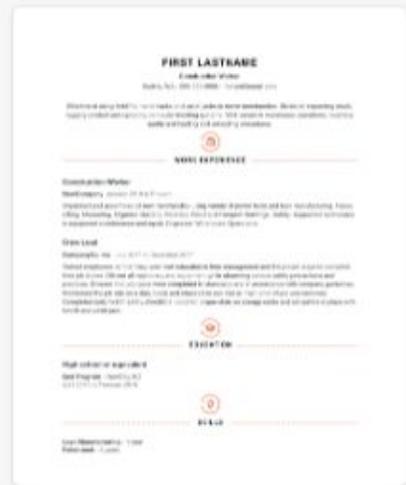
You can always try different templates while building your resume.



Clean



Minimalist



Simple



Clean



Minimalist



Simple

Select this template

2. Saisissez vos informations dans les champs appropriés lorsque vous y êtes invité. Bien qu'il soit question d'expérience professionnelle, vous pouvez inclure toute expérience pertinente pour les emplois auxquels vous postulez.

Cela peut inclure la gestion d'un foyer, d'une expérience de bénévolat, etc. Il s'agit d'une expérience que les employeurs trouveront précieuse, et qui est applicable au travail (par exemple, l'organisation d'un événement pour votre groupe religieux serait pertinente pour les postes administratifs).

## Name

Location

Phone number

Email address

Summary

## Work Experience

---

Position

Company name

Location

Description

[+ Add Work Experience](#)

## Skills

---

Skill Years of experience

Skill Years of experience

[+ Add Skills](#)

3. Vous trouverez ci-dessous un exemple de CV avec différents types d'expérience. Vous trouverez d'autres conseils en matière de CV sur Google. Un exemple (clicquez [ici](#)) présente des conseils pour les mères au foyer.

# Jane Doe

Boston  
617-123-4567  
jane.doe@gmail.com

Jane has a wide array of work and other relevant experience that prepares her for this job opportunity. She has retail experience that demonstrates ability to interact with customers, sales experience, and order entry, as well as volunteer and household experience that has built other skills like calendar management. She is also a hard-worker, organized, and committed to learning every day.

## Work Experience

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### Cashier and Customer Support

2013 to 2015

The Home Depot

Waltham, Massachusetts

Assisted customers paying for and returning goods

Communicated and helped find the right products for their needs

Order entry and sales system experience

General support to store management as requested

### Household Manager

Company name

Waltham, Massachusetts

Since 1990, I have raised four kids and performed the necessary duties to do so. This includes tutoring / helping with school work, household cleaning and laundry, driving to various activities, managing schedules, budgets, and more.

### Parent Teacher Organization Volunteer

1995 to 2005

John F. Kennedy Middle School

Waltham, Massachusetts

Scheduled meetings and set agenda for discussion

Led fundraising of \$X,XXX over ten years to support education

Managed different groups / interests and communicated with school administrators

[+ Add Work Experience](#)

## Skills

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Fluent in English and Spanish - 10+ years

Google (Gmail, Calendar, etc.) - 10+ years

[+ Add Skills](#)

## Education

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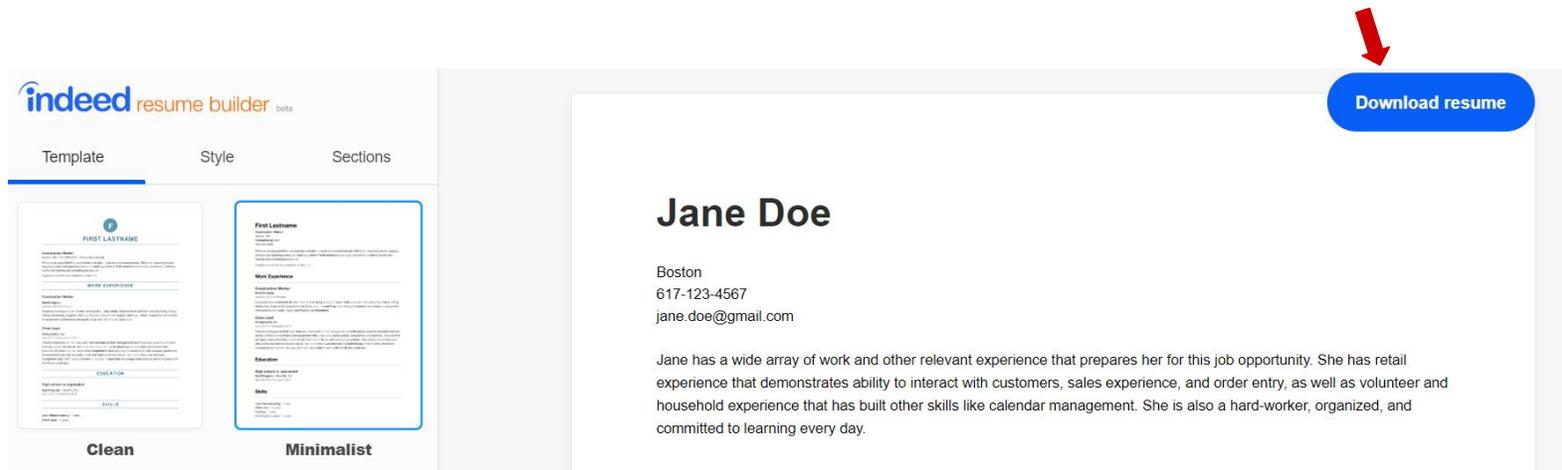
### Needham High School

High school or equivalent

General Studies

Needham, Massachusetts

4. Une fois que vous avez terminé votre CV, cliquez sur télécharger (download).



indeed resume builder beta

Template Style Sections

Clean Minimalist

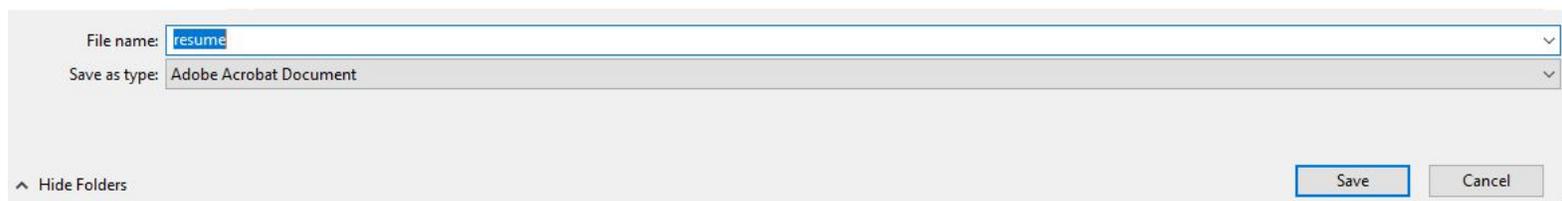
## Jane Doe

Boston  
617-123-4567  
jane.doe@gmail.com

Jane has a wide array of work and other relevant experience that prepares her for this job opportunity. She has retail experience that demonstrates ability to interact with customers, sales experience, and order entry, as well as volunteer and household experience that has built other skills like calendar management. She is also a hard-worker, organized, and committed to learning every day.

Download resume

5. Il vous sera demandé de nommer votre fichier. Faites-le avec votre nom : "CV de Jane Doe" ("Jane Doe Resume"), puis cliquez sur enregistrer (save).



File name: resume

Save as type: Adobe Acrobat Document

Hide Folders

Save Cancel

6. Félicitations ! Vous avez maintenant un CV prêt à être soumis à des offres d'emploi - bonne chance !