

# Return-to-Work Resume

Resume template / DOCX, Google Docs, text-based PDF

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## Best for

Professionals restarting after caregiving, health, relocation, or other career breaks

## Summary

A calm, strengths-first resume that handles career breaks without overexplaining them.

## Sample Skills

- Process improvement
- Client communication
- Scheduling
- Remote collaboration

## Sample Impact Bullets

- Rebuilt professional toolkit through 3 current coursework, portfolio, and structured volunteer commitments.
- Managed complex household and vendor logistics requiring budgeting, scheduling, and issue resolution.
- Delivered part-time client support with accurate documentation and fast follow-up.