

Résumé

As of 2005 . 2 . 7 (yyyy.mm.dd)

(2)	Name	Family Name Todai	First Name Hanako	Sex Female
(3)	Date of Birth	1977 / 8 / 10 (27 yrs old)		
	Address	〒 120 - 5411 4 - 4 - 3 *** Apartment, *** Cho (Town), *** City, *** (Prefecture)		
	Telephone No.	Home △△△ - ○○○ - ××××	Mobile △△△ - ○○○○ - ××××	
	E-mail Address	×××@△△△.com		

(1)
Attach a sharp print taken within six months before submitting the resume. You may use either a black-and-white or a color full-faced photograph showing your face, upper body and uncovered head. The size of photo shall be: 3.5 to 4.0 cm height by 3.0 to 3.5 cm width

(4)	High School	yyyy	mm	Name of Institution (School, City/Town, Country)	Final Status
		1996	3	***** High School, General Course	Graduated

(5)	University (undergraduate level), Junior College, College of Technology, Vocational Technical School etc.	yyyy	mm	yyyy	mm	Name of Institution	Final Status	Evening Course/Correspondence Course	
		1996	4	~	2001	3	Faculty of Education, ***** University	Graduated	
				~					
				~					

(6)	Graduate School	yyyy	mm	yyyy	mm	Name of Institution	Final Status	Total Credits Earned	
		2001	4	~	2003	3	Graduate School of Education, ***** University	Completed	(Credits)
				~					(Credits)
				~					(Credits)

(7)	Academic Degree	yyyy	mm	Academic Title	Major Field	Issuing University	yyyy	mm	Academic Title	Major Field	Issuing University
		2003	3	M.A.	Education	***** University					

(8)	License, Examination, Qualification etc. (Refer to "List of Licenses")	yyyy	mm	dd	Title
		2004	6	30	Passed career examination of National Universities in Japan.

(9)	License, Examination, Qualification etc. (Other than listed on "List of Licenses")	yyyy	mm	dd	Title	Certified by

(10)	Remarks

Name Hanako Today

(11)

Work Experience (Employment History etc.)					Organization	Country (if other than Japan)	Job Title	Job/Research Description	Employment Status
yyyy	mm	~	yyyy (incl. expected retirement date)	mm					
2003	4	~	2003	6	General Affairs Division, General Affairs Department, ***** Co., Ltd.		Administrative Staff	Engaged in on-the-job training.	Regular Employee
2003	7	~	2003	12	Property Division, Finance Department, ***** Co., Ltd.		Administrative Staff	Engaged in financial services and contract services.	Regular Employee
2004	8	~	2005	3	***** Branch Office, ***** Co., Ltd.		Temporary Staff	Engaged in sales, order, accounting services etc.	30 hours a week
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The above statements in the résumé are true and correct.

Signature