

Thank you for downloading this **Resume Template**! Please read the instructions below carefully to ensure it works correctly on your computer.

Fonts

This template uses **free fonts** that are compatible with both **PC and Mac**.

Important:

- You **must install these fonts** on your computer for the template to display correctly.
- If you **already have the fonts installed**, you don't need to do anything.

Font Download:

- Poppins– Google Fonts [link](#)
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How to Install Fonts

Follow these steps to install fonts on your computer:

For Windows:

1. Click the Google Fonts link and download the font (it will come as a **.zip file**).
2. Right-click the downloaded **.zip file** and select **“Extract All...”** to unzip it.
3. Open the extracted folder and find the font files (**.ttf** or **.otf**).
4. Select all font files, right-click, and choose **“Install for all users”**.
5. Wait for the installation to complete.
6. Open the resume template in Word (or Google Docs) to see the fonts applied correctly.

For Mac:

1. Click the Google Fonts link and download the font (it will come as a **.zip file**).
2. Double-click the **.zip file** to unzip it.
3. Open the extracted folder and locate the font files (**.ttf** or **.otf**).
4. Double-click each font file and click **“Install Font”** in the preview window.
5. Open the resume template in Word (or Pages/Google Docs) to see the fonts applied correctly.

⚠ Note: If the fonts are not installed, the template may display **default system fonts**, which can change the layout and appearance.

Instructions for Using the Template

1. Open the template in **Microsoft Word** or **Google Docs**.
 2. Replace the **placeholder text** with your personal information, work experience, and skills.
 3. Save your resume as **.docx** or **PDF** for sharing or printing.
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Compatibility

- Works on **Windows** and **Mac** computers.
- Compatible with **Microsoft Word**, **Google Docs**, and similar word processing software.