**First N. Lastname**

jobappropriateemail@gmail.com | 440-774-1051 | 123 Main Street, City, OH 440xx

Ms. or Mr. First and Last Name of NOT family or friend | position or title

Company the person works for

Company address

City, ST Zip

Phone-number-here

Email

Ms. or Mr. First and Last Name of NOT family or friend | position or title

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