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2006年12月英语四级必背范文：个人简历 通知一、个人简历 RESUME Li Ming P. O. Box 237, Beijing University 5, Yiheyuan Road, Haidian District, Beijing 100871 Tel: 62768888 Email: Liming@163.com Career Objective: A position with management potential in the banking business specializing in international corporate financing Educational Background: Sept 2003 to Beijing University July 2007 Major in International Business Management Main courses include English, Computer, Business Management, Accounting, International Commercial Law Work Experience: July 2006 to Bank of China June 2007 Internship, Secretary to Deputy Manager of Marketing Draft business correspondence Schedule deputy manager ' s appointments Qualifications: University graduation certificate and bachelor degree to be conferred upon graduation (2007) College English Test Band 4 June 2005 Honors 100Test 下载频道开通，各类考试题目直接下载。详细请访问 www.100test.com