

[Full name]

Associate Consultant (CyberCX Academy Program) | CyberCX

Melbourne, Victoria, Australia | [Australian mobile] | [Email address]

Fictional resume example. All credentials, experience and results are illustrative.

Professional profile

Recent IT graduate beginning a cyber security career, with hands-on exposure to security fundamentals, client communication and supervised technical projects. Comfortable documenting risks, testing basic controls, monitoring training environments and asking precise questions before offering advice. Brings practical experience with networks, Windows and Linux, introductory incident analysis and a strong learning routine suited to the Academy's structured fundamentals, mentoring, shadowing and client-project pathway.

Relevant skills

Cyber fundamentals: Networking, Windows, Linux, identity, common threats, security controls and evidence-based technical investigation.

Consulting communication: Client discovery, requirement notes, plain-English risk explanations, professional presentations and action tracking.

Technical practice: Security testing, monitoring, vulnerability triage, incident timelines and documented verification in supervised labs.

Learning and teamwork: Mentoring, shadowing, feedback, reflective notes, collaborative problem solving and responsible handling of sensitive information.

Relevant experience

Cyber Security Project Assistant | Example University Clinic

Melbourne VIC | February 2026 - August 2026

- Completed supervised security reviews for three community organisations, recording assets, risks, existing controls and agreed next actions.
- Ran 28 scripted Windows, Linux and network checks in training environments and preserved screenshots, logs and validation notes for review.
- Triaged 16 synthetic vulnerability findings, separated confirmed evidence from assumptions and escalated higher-risk items to a mentor.
- Supported two incident simulations by building timelines, checking account activity and presenting containment and recovery observations.

- Delivered four short briefings to technical and non-technical audiences and incorporated mentor feedback into revised client-facing summaries.

Selected projects

Cyber Fundamentals Practice Portfolio

Security capstone | 2026

- Built a 30-scenario defensive security lab using networking, Windows, Linux, identity and log analysis, with documented scope, assumptions and safe operating boundaries.
- Executed and recorded 30 evidence records and a mentor-reviewed learning plan, including expected results, exceptions, verification steps and escalation points.
- Presented the evidence to a supervisor or peer reviewer, incorporated feedback and published a concise handover for repeat use.

Client Security Improvement Project

Consulting project | 2026

- Built a small-organisation security review using discovery interviews, control testing and risk communication, with documented scope, assumptions and safe operating boundaries.
- Executed and recorded a prioritised report, action register and final presentation, including expected results, exceptions, verification steps and escalation points.
- Presented the evidence to a supervisor or peer reviewer, incorporated feedback and published a concise handover for repeat use.

Education

Bachelor of Information Technology | Example University

Completed 2026. Relevant study: cyber security, networks, operating systems, cloud fundamentals, risk management, incident response and professional communication.

Availability and requirements

Available for the Melbourne Academy as a full-time employee for 37.5 hours per week, onsite for at least the first four weeks and periodically thereafter. Eligibility category: [confirm Australian Citizen, Permanent Resident or New Zealand Citizen].

References

References available upon request.