

# Job/Resume Abbreviations



<b>FTE</b>	Full-time employment
<b>PTO</b>	Paid time off
<b>PTE</b>	Part-time employee
<b>OT</b>	Overtime
<b>WFH</b>	Work from home
<b>CV</b>	Curriculum vitae
<b>Cont'd</b>	Continued
<b>Re</b>	Referring to
<b>HR</b>	Human resources
<b>EOD</b>	End of day
<b>EOW</b>	End of week
<b>LET</b>	Leaving early today
<b>LMK</b>	Let me know
<b>CC</b>	Carbon copy
<b>BCC</b>	Blind carbon copy
<b>ASAP</b>	As soon as possible
<b>P&amp;C</b>	Private & confidential
<b>FAQs</b>	Frequently asked questions
<b>Q&amp;A</b>	Questions and answers
<b>FYI</b>	For your information

