

## FULL NAME (Pronouns)

City, State Zip Code | Email (use email alias from [Whitepages](#)) | Phone | <https://www.linkedin.com/in/yourURL>

### PROFILE

Career role/job function professional, pursuing/holding a degree in Major and with number of years of experience in responsibilities/activities of job role. Strengths include relevant skills/strengths/knowledge for job.

### WORK EXPERIENCE

**Company** City, State  
Position Title Month Year – Month Year

- Use Bullet Formula: **Action Verb + Task/Product** (What you did) + **Purpose/Result** (Why/How you did it)

**Company** City, State  
Position Title Month Year – Month Year

- Use Bullet Formula: **Action Verb + Task/Product** (What you did) + **Purpose/Result** (Why/How you did it)

### LEADERSHIP EXPERIENCE & EXTRACURRICULARS

**Organization Name** City, State  
Position Title Month Year – Month Year

- Use Bullet Formula: **Action Verb + Task/Product** (What you did) + **Purpose/Result** (Why/How you did it)

### VOLUNTEER EXPERIENCE

**Organization Name** City, State  
Position Title Month Year – Month Year

- Use Bullet Formula: **Action Verb + Task/Product** (What you did) + **Purpose/Result** (Why/How you did it)

### EDUCATION

**Name of School #1** City, State  
Full Degree Title (Degree Abbreviation BA / BS / MS / MA) in Major Month and Year of (Expected) Graduation  
**GPA:** | **Honors:**

### RELEVANT COURSEWORK

add 4-8 course titles relevant to industry/functional role OR up to 2 lines

### ACADEMIC PROJECTS

**Project Name/Course Title** Month Year – Month Year

- Use Bullet Formula: **Action Verb + Task/Product** (What you did) + **Purpose/Result** (Why/How you did it)

**Project Name/Course Title** Month Year – Month Year

- Use Bullet Formula: **Action Verb + Task/Product** (What you did) + **Purpose/Result** (Why/How you did it)

### SKILLS

**Technical:**  
**Languages:**

### INTERESTS

3-4 active hobbies/interests to show more of you as an individual