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