

# Name

Phone Number | Email | LinkedIn URL

This paragraph is where you want to communicate your strongest points and showcase your personal brand. Summarize your skills, strengths, and experience so that an employer can quickly get a sense of who you are and what you have to offer.

COLLEGE NAME- City, State

Bachelor of Arts (Science) - Major

Expected- Month, Year

Relevant Coursework: List out titles of courses applicable to job posting

POSITION

Employer/ Organization, Location

Month, Year- Present

3-5 relevant bullet points that reference skills sought for the position to which you are applying

Action verb+ What you did + How you did it+ Results

(ex) Create a newsletter to better inform customers of products and services offered, yielding a sales increase of 10%

POSITION

Employer/Organization, Location

Month, Year- Month, Year

3-5 relevant bullet points that reference skills sought for the position to which you are applying

Action verb+ What you did + How you did it+ Results

(ex) Collaborated with marketing team to identify potential clients, maintaining the company's brand identity

POSITION

Employer/Organization, Location

Month, Year- Month, Year

3-5 relevant bullet points that reference skills sought for the position to which you are applying

Action verb+ What you did + How you did it+ Results

(ex) Designed several websites using javascript and other programs while successfully increasing customer engagement with the company

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