

# **FULL NAME**

Address, City, State Zip Code  
Phone Number • Email address

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## **EDUCATION**

Name of College, City, State  
Name of degree, Expected (Month and Year)

## **HONORS/ACHIEVEMENTS** (if you have)

List Any Awards, Scholarships, Honor Society, etc.

## **RELEVANT COURSEWORK** (only courses in your major and just the name of the course)

- Insert name of course
- Insert name of course
- Insert name of course

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## **EXPERIENCE**

**Name of Organization, City, State, Date (i.e. Month Year–Month Year)**

**Name of Position**

- Insert duties or work responsibilities
- Insert duties or work responsibilities
- Insert duties or work responsibilities

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**Name of Position**

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**Name of Organization, City, State, Date (i.e. Month Year–Month Year)**

**Name of Position**

- Insert duties or work responsibilities
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## **EXTRACURRICULAR ACTIVITIES** (if you have)

## **PROFESSIONAL ASSOCIATIONS** (if you have)

## **VOLUNTEER EXPERIENCE** (if you have)

Name of Position, Name of Organization, City, State, Date (Month and Year)

## **SKILLS**

Languages, Insert all computer skills – programs, applications, etc.

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