**Your Name**

Phone number • Email • City, State • Your LinkedIn URL

*Write a 2-3 brief sentence summary statement that describes your current experience, skills, and how you can make an impact in the industry that you’re applying to.*

**Skills & Key Areas of Strength**

List a functional or transferrable skill • Name of a skill • Name of a skill • Name of another skill

List one of your skills • Name of a skill • Name of a skill • Name of another skill

**Education**

**Full Name of Your Degree** | Minor in [name of your minor] | Graduation month and year

The University of Arizona, Tucson, Arizona

**Experience**

**Organization/Company Name, City, State**

*Your Position Title*, Start Date – End Date (month and year for both)

2-3 sentences that describe the skills that you use overall. This format uses these sentences to highlight transferrable skills here before listing specific duties below.

* Bullet point describing what you did in this role using action + project + result format. Add or delete bullet points as needed for each role.
* Another bullet point
* Another bullet point

**Organization/Company Name, City, State**

*Your Position Title*, Start Date – End Date (month and year for both)

2-3 sentences that describe the skills that you use overall. This format uses these sentences to highlight transferrable skills here before listing specific duties below.

* Bullet point describing what you did in this role using action + project + result format. Add or delete bullet points as needed for each role.
* Another bullet point
* Another bullet point

**Organization/Company Name, City, State**

*Your Position Title*, Start Date – End Date (month and year for both)

2-3 sentences that describe the skills that you use overall. This format uses these sentences to highlight transferrable skills here before listing specific duties below.

* Bullet point describing what you did in this role using action + project + result format. Add or delete bullet points as needed for each role.
* Another bullet point
* Another bullet point

**Affiliations & Community Leadership**

**Organization Name, City, State**

*Your Position Title,* Start Date – End Date (month and year for both)

1-2 sentences that describe your role, responsibilities, and skills used. Still follow Action + Project + Result format even in this sentence structure.

**Organization Name, City, State**

*Your Position Title,* Start Date – End Date (month and year for both)

1-2 sentences that describe your role, responsibilities, and skills used. Still follow Action + Project + Result format even in this sentence structure.