First & Last Name

Street Address; Phone Number

City, State, Zip Email@email address.com

[Position Applying for]:

Summarize qualifications and qualities that make you the best candidate for this position in this section.

Relevant Skills & Experience:

Skill Set 1:

* Describe
* Describe
* Describe

Skill Set 2:

* Describe
* Describe
* Describe

Skill Set 3:

* Describe
* Describe
* Describe

Work/Volunteer/Internship History

Job Title, Employer Name, City/State Year- Year

Job Title, Employer Name, City/State Year- Year

Education

Name of Institution, City/State Year-Year

Area of Study if applicable