

# Sara Student

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## Education

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**Bachelor of \_\_\_\_\_**, Graduation Month Year

University of Wisconsin-La Crosse, La Crosse, WI

Major: \_\_\_\_\_, Minor: \_\_\_\_\_

GPA: \_\_\_\_; Dean's List # semesters

## Professional Experience

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**Position Title**, Organization Name, City, State, *Month Year-Present*

- Skill (Power Verb) + What you did (Job Duty) + How/Why
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**Position Title**, Organization Name, City, State, *Month Year-Month Year*

- Skill (Power Verb) + What you did (Job Duty) + How/Why
- Skill (Power Verb) + What you did (Job Duty) + How/Why

## Relevant Coursework & Projects

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**Project Title**, Course Title, UW-La Crosse, La Crosse, WI, *Month Year*

- Skill (Power Verb) + What you did (Job Duty) + How/Why
- Skill (Power Verb) + What you did (Job Duty) + How/Why

## Campus and Community Involvement

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**Position**, Organization Name, City, State, Dates

- Describe function of organization/nature of involvement if necessary
- Include offices held, committees, special recognition, achievements, etc.

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## Technical Skills

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- List proficiency level in "hard skills" (e.g. computer programs, languages, lab skills, etc.)
- "Soft skills" (e.g. communication, teamwork, organization, etc.) do not belong here

## Additional Employment

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**Position Title**, Company, City, State, *Month Year-Month Year*

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\*Please note some sections and descriptions are optional depending on your experience and the positions for which you are applying.