**STUDENT NAME**

Permanent Address: #### Street Name, Location (city, state; city, country), ##### (zip code)

Current Address: #### Street Name, Location (city, state; city, country),##### (zip code)

email@email.com | (###) ###-####

**EDUCATION**

University of Nebraska-Lincoln Lincoln, NE

Bachelor of Science in Business Administration Month 20XX

Major: [major]; Minor(s): [minors] GPA: #.#/4.0

Community College/High School Location (city, state; city, country)

Degree Obtained Month 20XX

**RELEVANT COURSEWORK**

Class Title, Class Title, Class Title

**EXPERIENCE**

Organization #1 Location (city, state; city, country)

*Title*, Month 20XX – Present

* What did you do? (action verb) + How did you do it? (skill) + Why did you do it? (result/purpose)
* What did you do? (action verb) + How did you do it? (skill) + Why did you do it? (result/purpose)

Organization #2 Location (city, state; city, country)

*Title*, Month 20XX – Month 20XX

* What did you do? (action verb) + How did you do it? (skill) + Why did you do it? (result/purpose)
* What did you do? (action verb) + How did you do it? (skill) + Why did you do it? (result/purpose)

**INVOLVEMENT**

Organization #1 Location (city, state; city, country)

*Title*, Month 20XX – Present

* What did you do? (action verb) + How did you do it? (skill) + Why did you do it? (result/purpose)
* What did you do? (action verb) + How did you do it? (skill) + Why did you do it? (result/purpose)

Organization #2 Location (city, state; city, country)

*Title*, Month 20XX – Present

* What did you do? (action verb) + How did you do it? (skill) + Why did you do it? (result/purpose)
* What did you do? (action verb) + How did you do it? (skill) + Why did you do it? (result/purpose)

Organization #3 Location (city, state; city, country)

*Title*, Month 20XX – Month 20XX

**SKILLS**

Computer: Brand Software, Software, Software; Brand Software