**STUDENT NAME**

#### Street Name | Location (city, state; city, country) ##### (zip code) | (###) ###-#### | email@email.edu

**EDUCATION**

**University of Nebraska–Lincoln**, Lincoln, NE

Bachelor of Science in Business Administration, MONTH 20XX

Major(s): [major]; Minor(s): [minors]

GPA: #.##/4.00

**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)

**Organization #3**, 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)

*Title*, Month 20XX-Month 20XX [if you have progressed/been promoted within the same organization]

* 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)

**VOLUNTEER EXPERIENCE**

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

*Title*, Month 20XX; *Title*, 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)

**ACTIVITIES**

**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)

**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)

**HONORS**

**Scholarship/Honors #1**, Month 20XX-Present

**Scholarship/Honors #2**, Month 20XX-Month 20XX

**ADDITIONAL EXPERIENCE**

*Title*, **Organization #1**, Location (city, state; city, country), Month 20XX-Month 20XX

*Title*, **Organization #2**, Location (city, state; city, country), Month 20XX-Month 20XX

**SKILLS**

*Computer*: Brand Software, Software, Software; Brand Software, Software

*Languages*: [proficiency] Language, [proficiency] Laguage