

FIRST M. LAST

EMAIL@vanderbilt.edu | (XXX) XXX-XXXX | www.linkedin.com/in/YourLinkedIn

EDUCATION

Vanderbilt University

B.A. XXX, B.S. XXX | Minor: XXX

Honors: Dean's List (Semesters), XXX, YYY, ZZZ

Activities: XXX, YYY, ZZZ

Nashville, TN

Expected May 20XX

GPA: X.XX

PROFESSIONAL EXPERIENCE

Company Name

Job Title

City, ST

Month 20XX – Month 20XX

- XXX (2 lines max per bullet, 3 bullets/company recommended)
- YYY
- ZZZ

Company Name

Job Title

City, ST

Month 20XX – Month 20XX

- XXX
- YYY
- ZZZ

Company Name

Job Title

City, ST

Month 20XX – Month 20XX

- XXX
- YYY
- ZZZ

LEADERSHIP EXPERIENCE

Club Name – Position

August 2019 – Present

- XXX
- YYY

Club Name – Position

August 2019 – Present

- XXX
- YYY

SKILLS AND CERTIFICATES

Skills: Microsoft Office (Word, PowerPoint, Excel), Google Suite, XXX, YYY, ZZZ – fill this line!

Awards: XXX (Year), YYY, ZZZ

Languages/Certifications: Fluent in XXX, Conversational in YYY; Certificate ABC

Interests: fill this line! You never know what your interviewer might have in common with you