Name

City, State Zip Code | Phone Number | Personal email | LinkedIn (hyperlink)

EDUCATION

DePaul University, College **Chicago, IL**
Full title of degree- Majors/Minors *Expected Graduation - month/year*

- **Cumulative GPA:** X.XX/4.0
- **Awards & Honors:** Any Honors Program, Scholarships, Dean's List, Any other awards received.
- **Relevant Coursework:** Mention at least 5 courses relevant to the internship/job you are applying to.

WORK EXPERIENCE

Company **City, State**
Incoming position title (future internships/jobs you have landed) *start date - Present*

Company **City, State**
Position title *start date - Present*

- Your role (briefly describe what you basically do overall)
- Mention specific functions to your role or technical skills you used in this role to track/monitor/use data to fulfill your duties.
- Results you achieved.

Company **City, State**
Position title *start date - Present*

- Your role (briefly describe what you basically do overall)
- Mention specific functions to your role or technical skills you used in this role to track/monitor/use data to fulfill your duties.
- Results you achieved.

Company **City, State**
Position title *start date - Present*

- Your role (briefly describe what you basically do overall)
- Mention specific functions to your role or technical skills you used in this role to track/monitor/use data to fulfill your duties.
- Results you achieved.

Company **City, State**
Position title *start date - Present*

- Your role (briefly describe what you basically do overall)
- Mention specific functions to your role or technical skills you used in this role to track/monitor/use data to fulfill your duties.
- Results you achieved.

LEADERSHIP EXPERIENCE

Club Name **City, State**
Role in student club *start date - Present*

- What you did as part of the club.
- Results

Club Name **City, State**
Role in student club *start date - Present*

- What you did as part of the club.
- Results

ACADEMIC PROJECTS

Class/Project Name *start date - end date*

- Overall what you learned/are learning in class.
- Specific concepts you learned, evaluated or applied in some setting.
- Specific concepts you learned, evaluated or applied in some setting.

Class/Project Name *start date - end date*

- Overall what you learned/are learning in class.
- Specific concepts you learned, evaluated or applied in some setting.
- Specific concepts you learned, evaluated or applied in some setting.

SKILLS & INTERESTS

Languages: Include any languages you are proficient in, as well as those you are currently learning.

Technical Skills: List software, programming languages, data/analytics platforms, and AI tools you are proficient in that are relevant to the position you are applying for.

Certifications: List all certifications you have earned (can be LinkedIn learnings).

Activities: Clubs you are part of.

Interests: Mention both career and actual hobbies (Consulting, Business Strategy, Baking, Reading, etc.)