FIRST LAST

Address, City, ST Zip
First.Last@law.bison.howard.edu, (202) 555-5555

EDUCATION

Howard University School of Law, Washington, D.C.
Juris Doctor Candidate Expected May 2022
Honors: Merit Scholarship
Activities: Phi Alpha Delta Law Fraternity International

Undergraduate University, City, ST
Bachelors of Arts, cum laude, in Television, Radio & Film May 2019
GPA: XX.XX
Honors: Dean's List
Activities: Student Body President

EXPERIENCE

Employer Name, City, ST
Position Title Mon. Year – Mon. Year

- List responsibilities and projects you worked on that emphasize research, writing, and analysis, using PAST TENSE descriptions.
- Try to be as detailed as possible (without breaching confidentiality) regarding the industries you were exposed to (e.g., Analyzed data of target demographics of large computer company [or] a start-up company [or] indigent individuals living in shelters) as well as the policies/issues you researched (e.g., with respect to privacy concerns [or] kickstarter fundraising [or] inner-city poverty & educational inequality).

Employer Name, City, ST
Legal Intern Mon. Year – Mon. Year

- List responsibilities and projects you worked on that emphasize research, writing, and analysis, using PAST TENSE descriptions.
- Try to be as detailed as possible (without breaching confidentiality) regarding the industries you were exposed to (e.g., Analyzed data pertaining to target demographics of large computer company [or] small start-up company [or] indigent individuals living in shelters) as well as the policies/issues you researched (e.g., with respect to privacy concerns [or] kickstarter fundraising [or] inner-city poverty and educational inequality).

Employer Name, New York, NY
Sales Associate Mon. Year – Mon. Year

- Same as above.
- Same as above.

COMMUNITY SERVICE

Organization Name, City, ST Mon. Year – Mon. Year
Volunteer

- Same as above, only emphasize the policies and issues more than research and writing.

LANGUAGES

- Spanish (fluent); French (conversant)

INTERESTS

- Long distance running, playing acoustic guitar, and Washington D.C. football