**Firstname Lastname**

(123) 456-7890 **∙** your\_email@url.com **∙** linkedin.com/in/yourURL

**EDUCATION**

**Brigham Young University** Apr 20XX (Your Graduation Date)

Bachelor of Science/Arts: XXXX, Emphasis in XXXX Provo, UT

Minor in XXXX

* GPA X.XX
* Scholarships received at BYU
* Applicable Certifications received at BYU
* Applicable Clubs/Organizations
* Relevant Coursework

**Other University (If applicable)** Apr 20XX (Your Graduation Date)

Associate of XXX Location

* GPA X.XX
* Important Awards and Achievements

**PROJECTS/RESEARCH**

**Project/Research Name** Jun 20XX

*Role in Project* Location

* Action Verb, What you did (Include #s), Why/How/Result of the project
* Action Verb, What you did (Include #s), Why/How/Result of the project
* Action Verb, What you did (Include #s), Why/How/Result of the project

**EXPERIENCE**

**Organization** Sep 20XX-Present

*Position* Provo, UT

* Action Verb, What you did (Include #s), Why/How/Result of the activity
* Action Verb, What you did (Include #s), Why/How/Result of the activity
* Action Verb, What you did (Include #s), Why/How/Result of the activity

**Organization** Feb 20XX-Nov 20XX

*Position* Location

* Action Verb, What you did (Include #s), Why/How/Result of the activity
* Action Verb, What you did (Include #s), Why/How/Result of the activity
* Action Verb, What you did (Include #s), Why/How/Result of the activity

**VOLUNTEER EXPERIENCE**

**Organization** Jun 20XX-Jul 20XX

*Position* Taichung, Taiwan

* Action Verb, What you did (Include #s), Why/How/Result of the activity
* Action Verb, What you did (Include #s), Why/How/Result of the activity
* Action Verb, What you did (Include #s), Why/How/Result of the activity

**SKILLS/INTERESTS/ACHIEVEMENTS/ABILITIES (Choose one or more)**

* Languages and Proficiency (i.e. Professional working Spanish, Elementary Hmong etc.)
* Honors and Awards (i.e. Eagle Scout, Ballard Scholar etc.)
* Certifications or Certificates (i.e. Food Handler training, AED certification)
* Publications
* Any other relevant information that could help you obtain the job you are interested in (Avoid saying things like “Excellent Leadership” or “Proficient in Microsoft Office”)
* Unique Personal Talents and Interests (i.e. hiking in the Uintah mountains, reading history books etc.)