**NAME**

Address • Phone Number • Email • LinkedIn Profile

**EDUCATION**



**Manor College** Jenkintown, PA

[Degree(s)] [Month Year]

[GPA: 0.00/4.00]

* [Academic Awards]

**WORK EXPERIENCE**

[**Organization**] [City, State] 

[*Position Title*] [Month Year-Month Year]

* [Bullets highlighting your accomplishments in the role(s)]
* Bullet point formula: Strong Action Verb + Example/Task + Result

**LEADERSHIP & ACTIVITIES**



[**Organization**] [City, State]

[*Position Title*] [Month Year-Month Year]

* [Bullets highlighting your accomplishments in the role(s)]
* Bullet point formula: Strong Action Verb + Example/Task + Result

**VOLUNTEER EXPERIENCE**

[**Organization**] [City, State] 

[*Position Title*] [Month Year-Month Year]

* [Bullets highlighting your accomplishments in the role(s)]
* Bullet point formula: Strong Action Verb + Example/Task + Result

**CERTIFICATIONS**

* [Title of Certification] [Expiration date]

**COMPUTER SKILLS**

* Proficient in

**AWARDS**



* [Title of Award] [Month Year]