**First and Last Name**

city, state ⎸ email address ⎸ cell phone number ⎸ pronouns ⎸ LinkedIn

**EDUCATION**

**University name**, city, state

Degree (B.S., B.A., M.S.) in major, minoring in Expected month year

GPA: 3.35 (optional)

*Relevant coursework*: list titles of select courses you’ve taken that pertain to the position

**EXPERIENCE**

**Company name**, city, state month year - month year

*Position title*

* 2-4 bullets which explain how your experience qualifies you for the position
* List positions in reverse chronological order by start date (most recent first)

**Company name**, city, state month year - month year

*Position title*

* 2-4 bullets which explain how your experience qualifies you for the position

**PROJECT EXPERIENCE**

Academic or class Project/Paper/Lab/Research name, Brandeis University month year - month year

* 2-4 bullets describing your role in the project, tools used, reports written, findings presented, outcomes achieved

**SKILLS**

* Bullets listing and explaining specific hard skills which are relevant to the position
* These could include laboratory or research skills, equipment, technology, language skills, certifications, etc.
* Categorize as appropriate, ex.: Computer Skills

**LEADERSHIP/ACTIVITIES/EXTRACURRICULAR**

**Organization Name** month year - month year

*Position title*

* Bullets as appropriate 0-2

**Organization Name** month year - month year

*Position title*

* Bullets as appropriate 0-2

**AWARDS/HONORS**

* **Eagle Scout Badge** month year