

Name

Street Address
City, State, Zip Code
<http://web.address/> (if applicable)

Email Address
Phone Number
FAX (if applicable)

Objective To obtain a _____ position in the area of _____ (write this infinitive phrase to target the audience of this resume)

Education Name of Degree on Which You Are Working, Expected Month/Year of Graduation
University
Overall GPA: X.XX/4.00 Targeted GPA (if beneficial): X.XX/4.00
Senior Design Project: Title of Senior Design Project

Relevant Courses	Most Relevant Course	Fourth Most Relevant Course
	Second Most Relevant Course	Fifth Most Relevant Course
	Third Most Relevant Course	Sixth Most Relevant Course

Experience **Most Recent Position, Institution, Location** (Month/Year–Month/Year)
Verb phrase that identifies key activity that you performed
Second verb phrase that identifies key activity that you performed
Third verb phrase that identifies key activity that you performed (if appropriate)

Next Most Recent Position, Institution, Location (Month/Year–Month/Year)
Verb phrase that identifies key activity that you performed
Second verb phrase that identifies key activity that you performed
Third verb phrase that identifies key activity that you performed (if appropriate)

Third Most Recent Position, Institution, Location (Month/Year–Month/Year)
Verb phrase that identifies key activity that you performed
Second verb phrase that identifies key activity that you performed
Third verb phrase that identifies key activity that you performed (if appropriate)

Honors Most Impressive Honor or Award
Second Most Impressive Honor or Award
Third Most Impressive Honor or Award
Fourth Most Impressive Honor or Award

Activities Most Impressive Activity
Second Most Impressive Activity
Third Most Impressive Activity
Fourth Most Impressive Activity

Interests One outside interest, a second outside interest, perhaps a third outside interest