**First and Last Name**

Address City, State Zip Code

xxx@ksu.edu | (xxx) xxx-xxx | LinkedIn URL

**Education**

**Kansas State University,** Manhattan, KS Anticipated Month Year

Bachelor of (Arts or Science) in Major Cumulative GPA X.XX

**Activities and Involvement**

**Institution/School Name,** Organization Name Month Year – Month Year

*Member Title*

* Past tense action verb, then describe relevant skills/abilities that lead to an outcome/result.
* Past tense action verb, then describe relevant skills/abilities that lead to an outcome/result.
* Past tense action verb, then describe relevant skills/abilities that lead to an outcome/result.

**Institution/School Name,** Organization Name Month Year – Month Year

*Member Title*

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**Institution/School Name,** Organization Name Month Year – Month Year

*Member Title*

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* Past tense action verb, then describe relevant skills/abilities that lead to an outcome/result.
* Past tense action verb, then describe relevant skills/abilities that lead to an outcome/result.

**Experience**

**Company Name,** City, State Month Year – Month Year

*Position Title*

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* Past tense action verb, then describe relevant skills/abilities that lead to an outcome/result.
* Past tense action verb, then describe relevant skills/abilities that lead to an outcome/result.

**Company Name**, City, State Month Year – Month Year

*Volunteer Title*

* Past tense action verb, then describe relevant skills/abilities that lead to an outcome/result.
* Past tense action verb, then describe relevant skills/abilities that lead to an outcome/result.
* Past tense action verb, then describe relevant skills/abilities that lead to an outcome/result.

**Skills**

* Language ability/fluency (if applicable)
* Skilled in XX, XX, XX
* Experience with XX, XX, XX

**Honors and Awards**

* **Name of Honor**, Organization Name Month Year, Month Year, Month Year
* **Name of Award**, Organization Name Month Year
* **Title of Scholarship**, Organization Name Month Year