

Résumé

(this is not the title, start with your name and contact info)

Name and Contact information (address, phone number, email address, professional web page) - clear, easy to read and find

Objective: Sentence with period.

College Major Interest:

Education: Schools attended or attending with contact info and dates attended, rank, top 5% of class, GPA, ACT/SAT score (if good)
AP courses and scores
AP courses taking
Honor or advanced courses

Leadership Roles: Position, Association, and Dates

Skills:

- Comfortable doing Scientific Research with Formal Statistical Analysis including DOE,
- Presentation skills, Proficient in Microsoft Office Software – Word, Excel, and PowerPoint
- Fluent in the Italian Language
- Proficient in Solid Works (CAD software)
- Familiar with JAVA Programming

Extracurricular Activities: Association, and Dates

Academic clubs: NHS, French Club, Robotics, Robofest, Green Club, Envirothon,
Summer workshops or forums
Sport teams, Dancing,
Music, Band
Community service, church organizations

Community Service:

- Relay for Life 2017, 2018, 2019
- Church youth organization, St. Edmunds 2017 – present
 - Assisted with MCREST
 - Ran BINGO
 - Organized clean-up crew after church picnic

Awards: List academic awards first

Employment: Establishment, position, dates, on average, how many hours you worked a week, contact info if you have room

Everything should be listed in **REVERSE CHRONOLOGICAL ORDER**. – what have you done lately?

Include a QR code that leads to our portfolio or professional web page.

No complete sentences use bullets, no periods at end of phrases, no “I”s

