



SAMPLE RESUME W/ APPLIED LEARNING EXPERIENCE

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Business Career Center

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OBJECTIVE

Supply Chain internship with interest in customer relationship management and applied procurement. Offering database experience, applied procurement coursework, marketing experience, and Spanish language fluency.

Commented [LA1]: This objective statement nicely combines “ask” and “offer” statements. An objective is an optional resume section.

EDUCATION

MARQUETTE UNIVERSITY, Milwaukee, WI
Bachelor of Science in Business Administration May 2019
Majors: **Marketing & Operations and Supply Chain Management** GPA: 3.3/4.0

SUPPLY CHAIN MANAGEMENT EXPERIENCE

Applied Procurement Project: Sourcing Intern September 2017 – December 2017
JOHNSON CONTROLS INC., Milwaukee, WI

- Undertook a project to strategically source raw material commodity with a \$1.5 million spend from inception to best in class business recommendation.
- Developed and executed approaches for sourcing cost savings through data analysis and lot size optimization.
- Implemented a new supplier with a projected savings of \$75,000 or 5% of overall spending.

Commented [LA2]: Results of the internship are concisely written.

Procurement Intern

PALERMO'S PIZZA, Milwaukee, WI September 2016 – December 2016

- Created and developed a packaging RFP to be sent to prospective suppliers.
- Researched and qualified new packaging suppliers for future contracts.
- Negotiated with packaging vendors helping to create potential savings of over \$300,000.

MARKETING EXPERIENCE

Marketing Intern June 2017 – Present
YMCA OF MILWAUKEE, Milwaukee, WI

- Conceptualize and design English and Spanish language print and web advertising materials for People of Distinction awards.
- Maintain contact with and provide information to 250+ contributors, nominators, nominees and award recipients.
- Develop new member marketing packet, add new member information to MS Access database.
- Write and edit monthly newsletters distributed to 2,000+ members.

Commented [LA3]: Carla uses descriptive section headers to focus an employer’s attention on her marketing experience.

Commented [LA4]: Quantifiable detail is great, but is not always possible. In describing the nature of her task (English and Spanish language materials) as well as the recipient or impacted group can be additional ways for Carla to highlight her outcomes.

Commented [LA5]: If Carla does not include a skills section, use your bullet points to demonstrate them.

CAMPUS LEADERSHIP

President, DELTA XI PHI SORORITY April 2017 – Present
Leader, HUNGER CLEAN-UP April 2016, 2017
Volunteer, COUNCIL FOR THE SPANISH SPEAKING October 2015 – May 2016
Board Member, HALL COUNCIL September 2015 – May 2016

HONORS

Beta Gamma Sigma Business Honors Society Ignatius Scholar (academic achievement)

Commented [LA6]: The name of the scholarship to the left suggests the nature of the award. Carla provides a brief description for awards that may not be as clear by name alone.