

FirstName LastName

Street Address ▪ City, ST ▪ phone number ▪ e-mail address

SUMMARY OF QUALIFICATIONS

Include statement here to communicate field of expertise, type of environment you are experienced in, relevant professional characteristics, and skills.

- Statement of special skills and or characteristics you offer that are relevant to the job
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EXPERIENCE

<*Job Qualification Category*> (for example, "Management & Supervision")

- Action word statement of skills gained, accomplishments, scope of experience, or quantifiable result
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<*Job Qualification Category*>

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EMPLOYMENT HISTORY

Position Title, Company, City, ST, <Month> 20xx – <Month> 20xx

Position Title, Company, City, ST, <Month> 20xx – <Month> 20xx

Position Title, Company, City, ST, <Month> 20xx – <Month> 20xx

EDUCATION

Bachelor of _____ Degree in <Major>, MARQUETTE UNIVERSITY, Milwaukee, WI

COMMUNITY INVOLVEMENT

Organization, 20xx – 20xx

Organization, 20xx – 20xx

Organization, 20xx – 20xx