**First Last**

(414) 555-1234 ▪ first.last@marquette.edu ▪ Milwaukee, WI

**Education**

MARQUETTE UNIVERSITY, Milwaukee, WI Month Year

**Bachelor of Science in Business Administration** GPA: 0.0/0.0

Majors: Major 1 and Major 2 (note single major: Major: Major Name)

**Applied Investment Management Program**

* Bullets about the AIM program, learning experiences, section process, etc.

NAME OF HIGH SCHOOL, City, State Month Year

**Experience**

**Job Title**  Month Year – Month Year or Present

EMPLOYER, City, State

* Use action words to begin each bullet.
* Describe job duties, responsibilities and skills used or developed in this position.
* Include accomplishments, with quantitative detail if possible.
* Avoid personal pronouns: bullet phrases are succinct and action oriented.

**Job Title**  Month Year – Month Year or Present

EMPLOYER, City, State

* Use action words to begin each bullet.
* Describe job duties, responsibilities and skills used or developed in this position.
* Include accomplishments, with quantitative detail if possible.
* Avoid personal pronouns: bullet phrases are succinct and action oriented.

**Leadership & Activities**

**Role**, ORGANIZATION NAME Month Year – Month Year or Present

* Bullets are optional – but enhancing – for activities

**Role**, ORGANIZATION NAME Month Year – Month Year or Present

**Role**, ORGANIZATION NAME Month Year – Month Year or Present

**Recipient**, NAME OF AWARD/SCHOLARSHIP (describe nature of award/honor)

**Skills & Interests** [Note: Optional]

**Technical:** List computer software and programming languages

**Language:** List foreign languages and your level of fluency

**Laboratory:** List scientific / research lab techniques or tools [If Applicable]

**Interests:** List activities you enjoy that may spark interview conversation