**First and Last Name**

School/University | [email](file:///C%3A%5CUsers%5CReAnn%20Eidahl%5CDocuments%5Cemail) | 123-456-789 | [insert](https://www.linkedin.com/in/reanneidahl/) link to Linkedin profile

**EDUCATION**

Bachelor of Arts, An Awesome College Saint Peter, MN

Major: Communication Studies Expected Graduation: May, 2020

Minors: Management & History GPA: 3.7

**SCHOLARSHIPS/AWARDS**

* List awards/scholarships Fall 2016 – Present

**EMPLOYMENT**

***Digital User Experience Intern,* Securian Financial** Summer 2019

* Use one sentence per point to describe experience
* Be sure to use power words and metrics
* See examples below

**LEADERSHIP IN CLASS PROJECTS**

***Public Discourse,* Civic Engagement Project—Communication Studies** Fall 2016

* Conducted a semester wide, civic engagement research project in Public Discourse regarding the quality and concerns of the RAMP College Preparation Program at Farmington High School (FHS).
* Composed an Action Plan, Problem Analysis, and presentation of final product for the administrators at FHS.

***Organizational Behavior,* Consulting Project—Management** Spring 2018

* Collaborated with 5 peers and Good Leadership Enterprises to research leadership programs around the country.
* Conducted 100 surveys, 15 interviews, 2 focus groups with Gustavus students, Alumni, and other administrators from Liberal Arts colleges across the country.
* Our group’s final project was ranked #1 out of the 6 groups in our class.

**EXTRACURRICULAR ACTIVITIES**

***Title of Role,* Organization**Summer 2016 – Summer 2018

* Use one sentence per point to describe experience
* Use less than 3 points per role
* Repeat this structure for additional roles
* Your resume should be no more than one page! (Single-sided)
* Keep in mind—you do NOT need to put everything on your resume! The recruiters spend an average of 6 seconds looking at your resume. Provide enough information to make them curious and you can elaborate more at your interview!