**Name**

Address

City, State Zip

Phone

Email address

**OBJECTIVE**

 A position where there is a need for an individual with\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_; and, \_\_\_\_\_\_\_.

**COMPETENCIES**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**EDUCATION**

 College, Town, State, Year of Graduation.

 **Degree**

Major: **Business**

Minor: **Economics**

**LANGUAGES**

  **Spanish** (fluent: reading, writing speaking)

 **French** (fluent, reading, writing; and, conversational speaking)

**EXPERIENCE**

 Company/Organization, Town, State, time span in years (no months).

 **Job Title,** statement of responsibilities and/ or

* + - bullet statements
		- bullet statements

 **Job Title,** statement of responsibilities and/ or

* + - bullet statements
		- bullet statements

**SIGNFICANT PRACTICUM EXPERIENCE**

 Company/Organization, Town, State, time span in years (no months).

 **Job Title,** statement of responsibilities and/ or

* bullet statements
* bullet statements

**COMMUNITY INVOLVEMENT**

List clubs and organizations, years

 Activities, years

 Volunteer experiences, years