

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

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- bullet statements
- bullet statements

SIGNIFICANT 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