

## **Resume Format Example:**

*At the top*

Your name, in bold, in 14 point font; followed by your contact info

Profile or Summary section that highlights your overall experience or expertise as it relates to what is needed by the employer for the position; No objective

### EDUCATION

Degree; may include GPA if very high for the field

Study abroad programs

### HONORS

RELEVANT COURSEWORK – list relevant courses for the position, use 2 – 3 columns, 6-10 classes, try to list only higher level coursework where possible,

### ACADEMIC PROJECTS and/or LAB SKILLS

RELEVANT EXPERIENCE (can include work, volunteer, internships, research, etc relevant to desired expertise in the position description)

### EXPERIENCE

### SKILLS

ACTIVITIES or ORGANIZATION memberships and your involvement in them