***Resume Formatting Template***

**First Last**

[Email@platform.com](mailto:Email@platform.com) 999-999-9999 linkedin.com/in/customizedname

**EDUCATION**

**Colorado College**, Colorado Springs, CO   Month 20XX

Bachelor of Arts, Major:

GPA: (If 3.0 or higher)

**Relevant Courses:**

**Awards (if applicable):**

**RELEVANT EXPERIENCE**

**Organization/Company name, city, state abbreviation**      Month 20XX - Present

Position Title

* Relevant responsibility and accomplishment
* Relevant responsibility and accomplishment
* Etc.

**Organization/Company name, city, state abbreviation**            Month 20XX - Present

Position Title

* Relevant responsibility and accomplishment
* Relevant responsibility and accomplishment
* Etc.

**Organization/Company name, city, state abbreviation** Month 20XX - Month 20XX

Position Title

* Relevant responsibility and accomplishment
* Relevant responsibility and accomplishment
* Etc.

**ADDITIONAL EXPERIENCE**

**Organization/Company name, city, state abbreviation**            Month 20XX - Present

Position Title

* Relevant responsibility and accomplishment
* Relevant responsibility and accomplishment
* Etc.

**Organization/Company name, city, state abbreviation** Month 20XX - Month 20XX

Position Title

* Relevant responsibility and accomplishment
* Relevant responsibility and accomplishment
* Etc.

**SKILLS**

**Language:** Foreign languages and proficiency level

**Computer or Technical:** SPSS, Python, Microsoft Suite, etc.