Name
Contact Information – phone, email, LinkedIn (if applicable)

Professional Summary

Use this space to share 2-4 sentences that state relevant information such as your strongest skills, values, professional interests, career goals, and education relevant to your career goals.

Education

Indiana Institute of Technology (complete name – not abbreviated)   Completion Date
Credential (full degree – not abbreviated)   City, State

Experience

Organization (most recent skill building experience)   Dates (month & year)
Job Title   City, State

- Demonstration of relevant skill 1 – what you did, how you did it, & what it accomplished (or goal/purpose)
- Demonstration of relevant skill 2 – what you did, how you did it, & what it accomplished (or goal/purpose)
- Demonstration of relevant skill 3 – what you did, how you did it, & what it accomplished (or goal/purpose)

Organization (2nd most recent skill building experience)   Dates (month & year)
Job Title   City, State

- Demonstration of relevant skill 1 – what you did, how you did it, & what it accomplished (or goal/purpose)
- Demonstration of relevant skill 2 – what you did, how you did it, & what it accomplished (or goal/purpose)
- Demonstration of relevant skill 3 – what you did, how you did it, & what it accomplished (or goal/purpose)

Organization (3rd most recent skill building experience)   Dates (month & year)
Job Title   City, State

- Demonstration of relevant skill 1 – what you did, how you did it, & what it accomplished (or goal/purpose)
- Demonstration of relevant skill 2 – what you did, how you did it, & what it accomplished (or goal/purpose)
- Demonstration of relevant skill 3 – what you did, how you did it, & what it accomplished (or goal/purpose)

Activities, Honors, & Skills

Student Club, Leadership Position   Dates
Sports Team, Leadership Position   Dates
Formal Title of Scholarship   Dates
List of software applications with some proficiency
List languages and level of fluency (include native language) (if bilingual & fluent)