

Student Name

Email: student@email.com

Phone: (000) 000-0000

City, State

LinkedIn: linkedin.com/in/student

Profile

Motivated and goal-oriented student with strong academic background and proven skills in teamwork, communication, and problem-solving. Eager to apply abilities and gain experience in a professional environment.

Key Skills

Communication

Public speaking and presentation

Academic writing

Active listening

Teamwork & Leadership

Collaborative project management

Club officer experience

Technical Skills

Microsoft Office Suite (Word, Excel, PowerPoint)

Google Workspace

Basic Python programming

Organization & Problem Solving

Time management

Critical thinking

Event planning

Education

Bachelor of Science in Major

University Name, City, State

Expected Graduation: 202X

Experience

Club Secretary

Student Organization, University Name

202X – Present

Coordinated meetings and documented minutes for a team of 30+ members

Volunteer Tutor

After-School Program

202X – 202X

Assisted peers in mathematics and science assignments weekly

Activities

Member, Science Club

Participant, School Debate Team