

First Lastname

Entry-Level Position Title

email@example.com (123) 456-7890 City, State linkedin.com/in/username

PROFESSIONAL SUMMARY

Motivated and detail-oriented recent graduate seeking an entry-level opportunity to leverage academic background and practical skills in a collaborative team setting. Eager to contribute, learn, and grow in a dynamic environment.

EDUCATION

Bachelor of Science in Major, University Name May 2024

GPA: 3.8/4.0 | Relevant Coursework: Course 1, Course 2, Course 3

EXPERIENCE

Intern / Part-Time Role, Company or Organization Jan 2024 – May 2024

- Assisted in daily operations and supported team projects in a fast-paced environment.
- Collaborated with cross-functional teams to achieve project goals and deadlines.
- Developed practical skills in [Industry/Function] through hands-on tasks.

PROJECTS

Project Name – Short description of the project, tools used, and results or outcomes.

- Designed and implemented [brief detail or technology], resulting in [quantifiable outcome, if possible].
- Demonstrated skills in teamwork, problem-solving, and time management.

SKILLS

Skill One

Skill Two

Skill Three

Skill Four

Skill Five

ACTIVITIES & HONORS

Student Club or Society Member

Academic Scholarship Recipient

Volunteer Work