

# Jonathan Reeves

5400 Ramsey Street ♦ Fayetteville, NC 28311  
student@methodist.edu ♦ (910) 123-4567

## Objective

Recent college graduate seeking full-time position as a Residential Counselor at Methodist University

## Summary of Qualifications

- ◆ Effective leader with the ability to motivate others
- ◆ Excellent interpersonal and verbal communication skills
- ◆ Ability to train and coach peers in organizations and intramural sports
- ◆ Proficient in creating learning experiences and developing residential programming

## Education

**Methodist University;** Fayetteville, North Carolina

*Bachelor of Science, Justice Studies*

December 20xx

## Relevant Experience

**Methodist University Housing & Residence Life;** Fayetteville, NC

*Resident Assistant; Cape Fear Commons & West Hall*

August 20xx - December 20xx

- ◆ Completed administrative duties including writing incident reports
- ◆ Promoted and encouraged residents to participate in community service events
- ◆ Responsible for the well-being of residents in a co-educational residential hall
- ◆ Resolved disputes between students and administered fines if necessary

**Methodist University Men's Basketball;** Fayetteville, NC

*Team Manager*

August 20xx - December 20xx

- ◆ Assisted coaches and players with travel schedules and game day operations
- ◆ Recorded statistics for individual players
- ◆ Attended practices and participated in basketball drills

**Methodist University Basketball Camps,** Fayetteville, NC

Summers 20xx, 20xx & 20xx

*Basketball Coach*

- ◆ Coached boys ages 8-17 on the fundamentals of basketball and team building
- ◆ Coordinated practice drills, competitive events and team building exercises
- ◆ Created a learning environment that promoted sportsmanship
- ◆ Planned daily activities while maintaining safety and enforcing rules and regulations

**Methodist University Student Activities,** Fayetteville, NC

*Student Worker*

August 20xx - August 20xx

- ◆ Assisted with the setup and breakdown of SAC events
- ◆ Promoted SAC events to increase student participation
- ◆ Collaborated with other campus organizations for university events

## Activities & Community Service

- ◆ Criminal Justice & Forensic Science Association
- ◆ Student Activities Committee
- ◆ Methodist University Men's Basketball Team, Mentor
- ◆ Adopt-A-Highway