**First Name Last Name**

Fayetteville, NC

123.456.7891 | firstnamelastname@gmail.com

**EDUCATION**

**Methodist University** | Fayetteville, NC Month Year

Bachelor of Science/or Art in \_\_\_\_\_\_\_\_\_\_

*Honors and Awards:*

*Languages:*

**INTERNSHIP EXPERIENCE**

**Employer name** | City, State Month Year – Present

*Intern*

* Duty or responsibility (present verb tense if current position; past tense for other positions)
* Duty or responsibility (use <https://www.onetonline.org/> for assistance with bullets)
* Duty or responsibility
* Duty or responsibility

**WORK EXPERIENCE**

**Employer name** | City, State Month Year – Present

*Position Title*

* Duty or responsibility (present verb tense if current position; past tense for other positions)
* Duty or responsibility (use <https://www.onetonline.org/> for assistance with bullets)
* Duty or responsibility
* Duty or responsibility

**Employer name** | City, State Month Year – Month Year

*Position Title*

* Duty or responsibility (use <https://www.onetonline.org/> for assistance with bullets)
* Duty or responsibility
* Duty or responsibility
* Duty or responsibility

**VOLUNTEER EXPERIENCE & COMMUNITY ENGAGEMENT**

* **Club** | Member
* **Organization** | Member