First Last

Home Address ♦ City, State Zip

301-405-0000 ♦ first.last@gmail.com

**Education**

**University of Maryland** Major GPA: X.X

Robert H. Smith School of Business Cumulative GPA: X.X

Bachelor of Science, [Major] May 201X

**[School]** (Study Abroad) *Start Month Year - End Month Year*

**[Special Programs if Applicable]** *Start Month Year - End Month Year*

• Description

• Description

**[Relevant Coursework if Applicable]**

• Business Statistics, Finance, International Business, Equity Analysis, Financial Statement Analysis

**Work Experience**

**ABC Company** City, State

*Position Held* *Start Month Year - End Month Year*

• Description

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**XYZ Company** City, State

*Position Held* *Start Month Year - End Month Year*

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• Description

• Description

**Leadership Experience**

**Activity 1** City, State

Position Held *Start Month Year - End Month Year*

• Description

• Description

**Activity 2** City, State

Position Held *Start Month Year - End Month Year*

• Description

• Description

**Activity 3** City, State

Position Held *Start Month Year - End Month Year*

• Description

• Description

**Activity 4** City, State

Position Held *Start Month Year - End Month Year*

• Description

• Description

**Training, Skills And Interests**

**Training**: [Any relevant training programs such as Reuters or Bloomberg as well as software programming languages]

**Programs**: [Computer programs, operating platforms, etc]

**Languages**: [XXX, ABC, etc]

**Interests**: [XXX, ABC, etc]