## DBU Student

(555) 555-5555 1234 Address Road

abc@dbu.edu City, Texas 71234

**OBJECTIVE** Seeking an internship in biological sciences research for summer 20xx

**EDUCATION Dallas Baptist University,** Dallas, Texas

*Bachelor of Science in \_\_\_\_,* May 2012

 Major GPR: \_.\_\_, Cumulative GPR: \_.\_\_

 *\_\_% of education financed through employment, loans, grants, and scholarships*

**RELEVANT** Class Title I (Lab) Class Title Class Title (Lab)

**COURSEWORK** Class Title I&II (Lab) Class Title Class Title (Lab)

**TECHNICAL**  Skill/Software/Hardware Skill/Software/Hardware Skill/Software/Hardware

**SKILLS** Skill/Software/Hardware Skill/Software/Hardware Skill/Software/Hardware

**RELEVANT Organization or Department**, City, State or University Name

**EXPERIENCE** *Position Title* ( \_\_ hours/week), Month Year- Month Year

* Action Verb statement of most relevant or important duties, quantify when possible
* Action Verb statement of most relevant or important duties, quantify when possible
* Use fewer or additional bullets as needed to best describe your experience

 **Organization or Department**, City, State or University Name

 *Position Title* ( \_\_ hours/week), Month Year- Month Year

* Action Verb state of mort relevant or important duties, quantify when possible
* Action Verb state of mort relevant or important duties, quantify when possible
* Use fewer or additional bullets as needed to best describe your experience

**WORK** **Organization or Department**, City, State or University Name

**EXPERIENCE** *Position Title* ( \_\_ hours/week), Month Year- Month Year

* Action Verb statement of most relevant or important duties, quantify when possible
* Action Verb statement of most relevant or important duties, quantify when possible
* Use fewer or additional bullets as needed to best describe your experience

**LEADERSHIP Organization Name, University**

*Office Held,* Month Year- Month Year

* Action Verb statement of most relevant or important duties, quantify when possible

*Member*, Month Year- Month Year

* Action Verb statement of most relevant or important duties, quantify when possible

**Organization Name, University**

 *Office Held,* Month Year- Month Year

* Action Verb statement of most relevant or important duties, quantify when possible

*Position Title*, Month Year- Month Year

* Action Verb statement of most relevant or important duties, quantify when possible

**ACTIVITIES Organization**, Month Year – Month Year

 **Organization**, Month Year – Month Year

**SERVICE or Service Org, Honor or Award**, Month Year – Month Year

**HONORS Service Org, Honor or Award**, Month Year – Month Year