**First and Last Name**

phone number • city, state and zip • email address • LinkedIn URL

The summary should be a brief statement, typically 3-4 lines, that highlight the individual's key skills, qualifications, and experiences relevant to the desired position. It should provide a quick overview of the candidate's strengths and capabilities and entice the hiring manager to read further.

**EDUCATION**

**Louisiana State University of Alexandria, Alexandria, LA**  **date**

Bachelor of, Field of Study **GPA**: Minor:

**Related Coursework**:

**EXPERIENCE**

**Position Title** **dates worked in position**

*Company name, city, state*

* Achievements and duties listed here along with the outcomes accomplished.
* Achievements and duties listed here along with the outcomes accomplished.

**Position Title** **dates worked in position**

*Company name, city, state*

* Achievements and duties listed here along with the outcomes accomplished.
* Achievements and duties listed here along with the outcomes accomplished.

**AWARDS, CERTIFICATIONS, HONORS**

**Award name here** - *city, state* **dates here**

* List details about the award or honor here including results that were achieved.

**Award name here** - c*ity, state* **dates here**

* List details about the award or honor here including results that were achieved.

**VOLUNTEER WORK AND INVOLVEMENT**

**Organization name here** - c*ity, state* **dates here**

* Achievements and duties listed here along with the outcomes accomplished.

**Organization name here** - c*ity, state* **dates here**

* Achievements and duties listed here along with the outcomes accomplished.

**SKILLS**

* List any relevant skills