

## FIRST NAME LAST NAME

City / State

Emailaddress@provider.com

Phone Number

www.linkedin.com/in/yourprofilenamehere/

### OBJECTIVE

A \_\_\_\_\_ position utilizing my \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ skills

### EDUCATION

**Bachelor of Arts in Psychology**, May 20XX

Northern Illinois University, DeKalb, IL

Minor: Sociology; GPA: 3.2/4.0

### RELEVANT COURSEWORK

Behavior Disturbances in Children

Developmental Child Psychology

Families and Social Change

Introduction to Psychopathology

Group Processes

Race and Ethnicity

Developmental Psychology Laboratory

- Partnered with a team of students to study attitudes about sex among high school students
- Concisely summarized five articles relating sexual attitudes to psychosocial factors
- Developed a survey and distributed it to about 500 students in three high schools
- Created a poster and presented it with teammates to psychology students and faculty

### WORK EXPERIENCE

**Community Advisor**, Neptune Residence Hall, Northern Illinois University, August 20XX-present

- Oversee a residence hall floor of about 30 undergraduates from diverse backgrounds
- Discuss personal concerns with residents in private, 1:1 conversations using active listening skills
- Plan, promote, and conduct entertaining and educational programs by scheduling guest speakers, creating marketing materials, and assessing for student learning and enjoyment
- Manage a \$500 budget to ensure that funding is available for year-round activities
- Mediate roommate disputes in a way that attempts to find win-win solutions
- Enforce hall rules in an assertive, understanding manner

**Cashier**, McDonalds, Aurora, IL, May 20XX – August 20XX and May 20XX – July 20XX

- Provided excellent customer service during hectic periods, resulting in high levels of satisfaction repeat business
- Strove to ensure order accuracy 100% of the time
- Contributed to a strong team environment by backing up co-workers, communicating clearly, and forming good working relationships

### STUDENT ACTIVITIES

**Member**, Psi Chi Psychology Honor Society

**Member**, Student Psychological Association