EDUCATION

**{Degree}** {Graduation Date}

{School Name}

{City, State}

GPA: (if applicable)

EXPERIENCE

 **{Job Title}** {Employment Dates}

 {Company Name}, {City}, {State}

* {Job Responsibility}
* {Job Responsibility}
* {Job Responsibility}

PROFESSIONAL SKILLS

Computer proficiency

TECHNICAL SKILLS

Google drive {docs, sheets, forms, slides}

ACHIEVEMENTS / ACTIVITIES

 Sports

 Clubs

 Band/Choir/Drama

 Awards