[Your Name]

[Address, phone number, email address]

**Professional summary**

[Introduce yourself, highlight your best qualifications and explain why you’re a fit for the job]

**Education**

[Title of degree] [GPA] [Dates attended]

[School name]

[Title of dissertation or thesis]

**Work experience**

[Job title] [Dates of employment]

[Name of employer] [City and state of employer]

[Description of your responsibilities and accomplishments]

**Skills**

[Relevant skills]

**Personal interests**

[Short paragraph on your personal pursuits]

**Community service**

[Position held or job performed] [Dates of service]

[Organization] [City and state of organization]

**Accomplishments**

**Publications**

[Authors with your name in bold] [Year of publication] [Title of article] [Publishing journal]

**Awards and honors**

[Name of award] [year]