**FIRST NAME LAST NAME**

New Delhi | P: +91 123456789 | first.last@sample.com

**EDUCATION** **(Mention your education details in reverse order with latest education being on top)**

**SAMPLE UNIVERSITY** New Delhi

Bachelor of Engineering Expected May 2022

Major in Computer Science; Minors in Mathematics and Psychology

Cumulative GPA: 3.7/4.0

Relevant Coursework: Data Analysis, Software Engineering; Operating Systems; Algorithms

**DELHI SCHOOL OF ECONOMICS** New Delhi

Study High School Jul 2019 - Jul 2021

**INTERNSHIP EXPERIENCE (Mention in Case you have done Internship or else remove it)**

**EXCITING COMPANY** New Delhi

Data Analyst Intern Jun 2021 – Sep 2021

* Led the transition to a paperless practice by implementing an electronic reservation system and a faster, safer and more accurate business system; reduced cost of labor by 20% and office overhead by 5%

**UNIVERSITY PROJECTS (Mention your final year project detail or any interesting academic project)**

**RECOMMENDATION SOFTWARE** Feb 2019

* Enabled users to be recommended movies based on 50+ data points; awarded most innovative project by Engineering Community

**POS - MODEL OPERATING SYSTEM** Jan 2019

* Designed and implemented Unix-based operating system in 4-person team using C++
* Awarded First Prize in Computing’s Senior Design Projects (out of 100 teams)

**ACTIVITIES**  **(Mention about your extra curriculum activities and highlight your learning/skills)**

**FINANCE EVENT** New Delhi

Head of Events Sep 2020 – Present

* Founded the first ever Finance Series to organize training for 300+ students
* Organized and advertised 10+ quarterly networking events with 100+ participants

**SPORTS SOCIETY** New Delhi

Committee Member Jan 2020 – Feb 2021

* Managed the launch of Inter college sports event for 2 consecutive years

**ADDITIONAL**

**Technical Skills**: Advanced in Python, Microsoft Excel, PowerPoint Presentation [enter keywords from job description, where relevant]

**Languages:** Fluent in English, Hindi; Conversational Proficiency in Punjabi, Haryanvi

**Certifications & Training:**

**Awards:** Won in the state level competition out of 400+ participants (2019)