**Contact**

(123)-456-7895

HarperStewart@gmail.com

456 Fullerton Drive / Los Angeles, CA 90024

**About Me**

English major seeking to use research and writing experience in the role of Junior Research Associate at Wexford Inc. I believe my fast learning abilities, commitment to succeed, and relevant studies make me the perfect fit for this position. Awarded multiple honors based on merits and expected to graduate with a B.A. in English from UCLA in June of 2023.

**Education**

B.A. ENGLISH / 3.7 GPA

*UCLA / Los Angeles, CA*

*Expected Graduation: June 2023*

ENGLISH / 4.0 GPA

*Westwood Community College / Los Angeles, CA*

*2019-2021*

**Skills**

* Microsoft Office Suite
* Spanish (proficient)
* Accuracy and attention to detail
* Organization and prioritization
* Adaptability and flexibility
* Time management

**Awards**

DEAN’S LIST

UCLA / Fall 2021 & Spring 2022

TAU SIGNMA HONORS SOCIETY  / UCLA / 2021

PHI BETA KAPPA HONORS SOCIETY

Westwood CC / 2020

**Relevant Experience**

**LITERARY IMPACTS: SHAKESPEARE / Study Abroad Research Program / *England***

* Devised a thesis based on the socioeconomic ramifications of Shakespeare’s works in the Elizabethan era
* Engaged in intensive research spanning 3 different cities in England
* Arranged and conducted interviews with 10+ individuals, ranging in profession from librarians to actors to historians
* Produced a final paper totaling 6,500 words, with approval from my study abroad instructor and UCLA English department head

**BEACON TUTOR / *Westwood Community College / Los Angeles, CA***

* Worked alongside an English professor to create and execute lesson plans
* Improved freshmen-level writing scores by 40% through group lessons as well as supplementary one-on-one tutoring
* Received an average score of 9/10 on the anonymous tutor reviews given to students at the end of each semester