John A. Doe

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## Education

Brigham Young University – Marriott School of Business Provo, UT

*Bachelor of Science in XXXXXX, Minor in YYYYYY* Apr 20XX

* GPA 4.00 / 4.00
* ACT 36 / 36, 99th Percentile (if applicable)
* *Name of Scholarship,* Merit-based/Academic/Athletic Scholarship
* *Marriott School of Business Dean’s List* (top 5% of students) for x number of semesters (if applicable)
* Membership or leadership positions held in related academic clubs/organizations *(italicize position title)*
* Relevant Coursework: (for non-Finance, Accounting & Economics Majors)
* Academic recognitions and awards

## Experience

Company Name *(brief description of firm)* New York, NY

*Title of Position Held* Jun 20XX – Aug 20XX

* Bullet 1 describing what you did, how you did it, and what value your actions created
* Bullet 2

Selected Transaction/Investment/Project Experience (if applicable)

*Transaction/Investment/Project*

* Bullet describing what you did, how you did it, and what value your actions created specific to this transaction
* Bullet describing what you did, how you did it, and what value your actions created specific to this transaction

*Transaction/Investment/Project 2*

* Bullet describing what you did, how you did it, and what value your actions created specific to this transaction
* Bullet describing what you did, how you did it, and what value your actions created specific to this transaction

Company Name *(brief description of firm)* Dallas, TX

*Title of Position Held* Jan 20XX – Apr 20XX

* Bullet 1 describing what you did, how you did it, and what value your actions created
* Bullet 2
* Bullet 3

Company Name *(brief description of firm)* San Francisco, CA

*Title of Position Held* Oct 20XX – Dec 20XX

* Bullet 1 describing what you did, how you did it, and what value your actions created
* Bullet 2

## Leadership & Service

Organization Name Salt Lake City, UT

*Title of Position Held* Aug 20XX – Present

* Bullet 1 describing what you did, how you did it, and what value your actions created
* Bullet 2

The Church of Jesus Christ of Latter-day Saints Bangkok, Thailand

*Volunteer Representative* Sep 20XX – Sep 20XX

* Bullet 1 describing what you did, how you did it, and what value your actions created
* Bullet 2 (do not list hours worked)

## Awards, Skills & Interests

* Language skills & level of fluency
* *Eagle Scout*, Boy Scouts of America
* Relevant certifications and skills such as CFA designation, Wall Street Prep or personal investment portfolio
* *1st Place*, XYZ Case Competition or other personal or unique accomplishments and recognitions
* Interesting & specific personal attribute, experience or interest