

**Jane Doe**

123 College Street, State College, PA 12345  
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**EDUCATION:** Bachelor of Arts, Advertising Degree anticipated May 20XX  
State University, Philadelphia, Pennsylvania  
Current GPA 3.53

**EXPERIENCE:**

**Summer Intern**, June 20XX to August 20XX  
ABC Communications, New York, New York

- Partnered with design intern to create and execute two sell sheets, one print ad, and one postcard
- Created and presented collaborative intern campaign to entire agency and founders of organization
- Awarded Best Campaign of competing teams
- Wrote radio script submitted with campaign proposal and assisted in other writing assignments

**Shift Supervisor / Trained Barista**, September 20XX to present  
123 Coffee Shop, State College, PA

- Trained new employees, opened and closed store, handled total sales, built satisfied customer relationships
- Awarded Best Customer Service five consecutive times

**Server, Hostess, Expeditor, Busser**, May 20XX to September 20XX  
321 Restaurant, Washington, D.C.

- Created customer base and close relationships with patrons of restaurant
- Provided prompt service while taking orders, serving food and closing the check
- Served over 75 customers per shift

**AWARDS AND ACHIEVEMENTS:**

- Dean's List - Fall 20XX, Spring 20XX
- Awarded Best Advertising Campaign Proposal for A Foundation, ABC Communications, Summer 20XX
- Awarded Best Advertising Campaign Proposal for Health & Wellness Committee, State University, Spring 20XX