

# BRIGITTE SCHWARTZ

## COLLEGE STUDENT

### EXECUTIVE SUMMARY

I am a political science major who hopes to obtain an internship position that can help me improve and learn new concepts relating to my field of study.

### KEY STRENGTHS

- Literary Writing
- Journalistic Writing
- Political Science
- Reporting
- Public Speaking
- Speech Writing
- Reading Comprehension
- Literature

### REACH ME AT

Home: 123-456-7890  
Mobile: 123-456-7890  
hello@reallygreatsite.com  
www.reallygreatsite.com  
123 Anywhere Street, Any City, State, Country 12345

### WORK EXPERIENCE

#### Library Assistant

*El Dorado University | June 2019 - Present*

- Coordinates with local publications
- Organizes the library and its online catalog
- Works closely with the head librarian
- Assists during library visits

#### Faculty Assistant

*San Dias University | 2018 - 2019*

- Assisted the head teacher during class
- Helped research new teaching methods
- Conducted examinations twice a month
- Monitored daily attendance

### ACADEMIC BACKGROUND

#### San Dias University

*BA Political Science  
University Scholar*

- President, Political Science Org
- Member, The Debate Society
- News Writer, The SDU Official Publication
- Faculty Assistant, The SDU Faculty Center

#### Beechtown High School

*Consistent Honor Student  
Writer of the Year*

- President, BHS Art and Design Club
- President, The Writers Circle
- Member, The BHS Debate Society
- Member, The Beechtown High School Comic Club

### CORE SKILLS

- Public Speaking
- Lecturing
- Literary and Journalistic Writing