

# **Your Name**

First.lastname@selu.edu • 985-555-1234 • City, State Zip Code

## **EDUCATION**

**Southeastern Louisiana University**, Hammond, LA

*Bachelor of Science, Biological Sciences*, GPA: 3.1, May 2025

## **WORK EXPERIENCE**

**Dining Room Attendant**, August 2020 –March 2021

*SLU Food Services*, Hammond, LA

- Maintained clean and safe environment for dining hall serving 1,000+ patrons daily
- Communicated with students and staff to resolve issues and ensure quality experience
- Completed the Student Manager Training Program within the first month of work

**Babysitter**, August 2019 – June 2020

*Self-Employed*, Covington, LA

- Ensured the safety, health, and welfare of 2 children, ages 3 and 8, every day after school
- Organized safe, fun, and educational activities such as visits to the park and crafts
- Supported learning by explaining homework and working through problems together

## **LEADERSHIP EXPERIENCE**

**Student Athlete, Your Role/Position**, August 2020 – Present

*Volleyball Team, Southeastern Louisiana University*

- Selected as 1 of # team members after completing a 20-hour intensive training period
- Participated in # philanthropy events yearly to represent the university
- Dedicated # hours per week to training and competition while balancing # academic hours

**Volleyball Representative**, August 2021 – May 2022

*Student-Athlete Advisory Committee, Southeastern Louisiana University*

- Attended weekly committee meetings, representing the women's volleyball team fairly
- Advocated for concerns and interests of student-athletes at Southeastern
- Served as a leader to implement resolutions voted on by the board each year

**Parks and Recreation**, Summer 2020 – 2022

*Basketball Camp Coach/Coordinator*, Hammond, LA

- Instructed 60-70 1<sup>st</sup> – 9<sup>th</sup> grade athletes on proper athletic skills development
- Created interactive sessions to engage youth and practice safe techniques and strategies
- Collaborated with 4 other coaches in a team environment
- Monitored and evaluated drills and activities and implemented proper safety measures
- Maintained positive communication with campers and parents

## **CERTIFICATIONS & SKILLS**

- CPR & First Aid Certified
- Proficient in Microsoft Word; basic knowledge of Microsoft PowerPoint and Excel