

# FIRST YEAR RESUME SAMPLE

## First Year Student

(302) 831-2392, firstyearstudent@udel.edu

linkedin.com/in/firstyearstudent

### EDUCATION:

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**University of Delaware**  
Bachelor of Arts, History

**Newark, DE**  
May 20XX

**Harriton High School**  
High School Diploma

**Rosemont, PA**  
May 20XX

### LEADERSHIP EXPERIENCE:

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**University of Delaware, Resident Student Association**

**Newark, DE**

Building Governor, George Reed Hall

August 20XX – Present

- Represent a group of approximately 500 first-year students and plan programs for residents.
- Attend monthly Resident Student Association meetings to advocate on the behalf of first-year students.

**Harriton High School**

**Rosemont, PA**

Senior Class President

August 20XX - May 20XX

- Led a group of 1,000+ high school peers in various activities spanning from prom preparation to community service.
- Served as the liaison between the general student body and faculty, staff and administrators.

### EXPERIENCE:

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**Belmont Hills Swimming Pool**

**Bala Cynwyd, PA**

Lifeguard

May 20XX – August 20XX

- Ensured the safety and security of up to 150 community members at a time by conducting pool surveillance and enforcing aquatic center rules.
- Facilitated swimming lessons for 2 year-olds, providing breath instruction and showing them how to have fun with water.
- Certified in CPR/AED and First Aid.

**Macaroni Grill**

**Philadelphia, PA**

Server

June 20XX – August 20XX

- Generate positive feedback from customers, resulting in favorable review by management.
- Diffuse stressful situations by prioritizing customer needs in fast-paced, busy work environment.
- Communicate with managers, cooks, other servers to ensure smooth operations during busy shifts.

### SKILLS:

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**Computer:** Adobe Creative Suite, Microsoft Office (Excel, Word and PowerPoint), Social Media (Facebook, Twitter, LinkedIn)

**Language:** Spanish (Conversant)