

Sample Curriculum Vitae

JOHN SMITH

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EDUCATION

University of Illinois at Urbana-Champaign

Aug 20XX - May 20XX

Bachelor of Arts in Psychology

- Leadership Certificate Completed: May 2020
- Major GPA: 3.78/4.00

PROFESSIONAL EXPERIENCE

The Career Center, University of Illinois Urbana-Champaign

Champaign, IL

Graduate Assistant

May 20XX - Present

- Provide assistance to visitors in The Career Resource Center
- Assist students with one-on-one resume and cover letter reviews
- Assist students with career exploration and employment search strategies
- Collaborate with The Career Center staff and other campus partners

RESEARCH EXPERIENCE

Psychological Research Foundation

Champaign, IL

Research Assistant, University of Illinois Urbana Champaign

Jun 20XX - May 20XX

- Assisted in research on adolescent learning models for the St. Louis School District
- Analyzed data using SPSS-X and SAS
- Executed basic programming in BASIC and PASCAL

PRESENTATIONS & CONFERENCES

Last name, F. M (Eds.). (Year). Title of Proceedings. Publisher. URL (if applicable)

- Provide some details that tell employers about the nature of your presentation

Last name, F. M. (Year). Title of dissertation/thesis [Unpublished doctoral dissertation/master's thesis]. Name of Institution Awarding the Degree

- Provide some details that tell employers about the nature of your presentation

PUBLICATIONS

Last name, First initial. Middle initial. (Year of publication). Article title. Journal title, Volume (Issue), Page range. – [APA style journal]

Last name, First initial. Middle initial. (Year of publication). Book title: Subtitle. Location: Publisher. [APA style book]

Author's name. "Article Title." Journal Title, Volume, Issue, Date, Pages. [MLA style journal]

Author's name. _Title of Book: Subtitle. _Publisher, Year. [MLA style book]

PROFESSIONAL MEMBERSHIPS

- National Association of Colleges and Employers (NACE)
- American Counseling Association (ACA)
- American Psychological Association (APA)

SKILLS & LANGUAGES

- **Languages:** Spanish (Fluent), French (Conversational)
- **Software:** Microsoft Word, Adobe Photoshop, MATLAB



