**FIRST NAME LAST NAME**

Lakeland, FL 33801 - [fsc@aol.com](mailto:fsc@aol.com) - 111-111-1111

**Education**

**Florida Southern College**, Lakeland, FL

*Bachelor of Science in Psychology*

*Bachelor of Science in Political Science,* expected graduation May 2020

GPA: 3.78/4.0

**Scholarship:** Watson Scholarship, Bright Futures Scholarship Recipient

**Internship Experience**

**Badcock Home Furniture & More**,Lakeland, FL

*Human Resource Intern,* Summer 2019

* Bullet Statement = (Action Word + task) + Result
  + Example Bullet Statement: Assessed (Action Word) motivational incentive programs (Task) and provided a report for leadership to make a data based decision on which program to implement (Result)
* Use 2-4 bullets to write statements that highlight relevant skills and accomplishments

**Research Experience**

**Florida Southern College**, Lakeland, FL

*Group Research Project/Research Design and Statistics Course*, Fall 2019

* Use the Bullet Statement formula to introduce what you did
  + Example Bullet Statement: Collaborated (Action Word) with two other students (Task) to review research that looks at the effectiveness of sexual harassment training in different work environments (Result)
* Use 2-4 bullets to write statements that highlight skills used to complete this project
  + Example Bullet Statement: Compiled (Action Word) information from peer reviewed journals, articles, and op-eds (Task)in order to draw comparison between different sources (Result)

*Research Assistant,* Fall 2018 – Present

* Use the Bullet Statement formula to introduce what you did
* Use 2-4 bullets to write statements that highlight skills used to complete this project

**Professional Associations**

**SHRM (Society for Human Resource Management)**, *Student Member*, Fall 2019 – Present

**SEPA (Southeastern Psychological Association)**, *Student* *Member,* Spring 2018 – Present

* SEPA Conference 2018 – Attended and Presented (Poster Session)

**Leadership & Campus Involvement**

**Psi Chi National Psychology Honor Society**, *Member*, Spring 2018 – Present

* *Vice President,* Fall 2018 – Spring 2019

**Psychology Club**,*Member,* Fall 2017 – Present

* *Secretary,* Fall 2017 – Spring 2018

**Certification & Skills**

**Certifications:** Pearson Vue Test Proctor Certification & The National Institutes of Health Trainings Course for “Protecting Human Research Participants”

**Computer Skills:** Proficient in Word and PowerPoint - Knowledgeable with Microsoft Excel, Adobe Premier Pro and Photoshop