

SUMMARY

Motivated (insert title here) looking to branch out to laboratories to gain valuable experience for a career in (insert objective career here). With (timeframe, ex: months or years) of (experience/coursework) in (field), I hope to apply my knowledge and passion for (relevant career focus here) into a career of (what is this job tailored for? Ex: researching the mind-body connection).

EDUCATION

University Name, Location Date Begin – Date End
Major: XX
Minor: XX
GPA: X.XX (only include if 3.0+ for STEM, 3.5+ for humanities)
Honors and Awards: list honors/awards (1-3 total, if applicable)
Relevant Coursework: list NAMES (not class codes) of courses that are related to the research you are hoping to conduct

RESEARCH INTERESTS

- Research Interest #1
- Research Interest #2
- Research Interest #3

RELEVANT SKILLS

- **Lab Techniques:** insert list of skills, separated by commas here
- **Leadership:** insert list of skills, separated by commas here
- **Communication:** insert list of skills, separated by commas here
- **Programming languages:** insert list of skills, separated by commas here

WORK EXPERIENCE

Title, Location Date Begin – Current
Organization/Group/Corporation

- If current, write a couple bullet points in present tense of tasks that relate to the position you're applying for
- If past, write a couple bullet points in past tense
- Action verb + task + outcome

VOLUNTEER EXPERIENCE

Title, Location Date Begin – Current
Organization/Group/Corporation

- If current, write a couple bullet points in present tense of tasks that relate to the position you're applying for
- If past, write a couple bullet points in past tense
- Action verb + task + outcome

COMMUNITY ENGAGEMENT

Club or Organization Name | Title, Date Begin – Current
Club or Organization Name | Title, Date Begin – Date End