

NAME
Cell, Email

EDUCATION

HAVERFORD COLLEGE, Haverford, PA Bachelor of Arts expected, May 2022
Anticipated Major: Political Science; Minor: Economics; GPA:
Selected coursework: List a selection of courses; list courses related to field(s) of interest first.
This can take two lines.

UPPER MERION AREA HIGH SCHOOL, King of Prussia, PA Diploma, June 2018
Highlight *academics* such as class rank, awards (that can be described), etc.
This is general not a place for extra-curricular activities. SAT/ACT scores for finance/consulting.

RELATED EXPERIENCE

Intern, THE CRIMINAL JUSTICE POLICY FOUNDATION, Washington, DC Summer 2019
Initiated and collaborated on research topics. Wrote ten articles for Foundation newsletter. Scanned newspapers daily for articles of interest. Attended coalition meetings and congressional hearings.

Extern, NEW YORK SUPREME COURT, New York, NY March 2019
Shadowed a NY Supreme Court Justice for one week. Conducted legal research.

CENTER FOR CAREER AND PROFESSIONAL ADVISING, Haverford College 2018 – 2019
Publicity Assistant: Created flyers and assisted with marketing campaigns for over 100 campus events. Gathered and distributed information for weekly email. Executed general office duties such as answering phones and data entry using Excel. Conducted daily use of Canva and Hootsuite, and became familiar with online platforms Handshake and PeopleGrove.

Student Scholar, ASPEN IDEAS FESTIVAL, Aspen, CO July 2017
One of twelve high school juniors selected from the United States. Engaged in seminars, lectures, and informal meetings to discuss pressing issues (i.e. educational access and religious conflict) with world leaders, including Gen. Colin Powell, Queen Noor of Jordan, and former UN Under-Secretary General Shashi Tharoor.

ADDITIONAL EXPERIENCE & ACTIVITIES

Honor Code Orienteer, HAVERFORD COLLEGE 2019 – 2020
Peer advisor to a group of fifteen first-year students to assist with adjustment to college life. Provide an introduction to the components of the Honor Code. Facilitate discussions and group meetings.

Server, DAIRY QUEEN, King of Prussia, PA 2015 – 2018, ongoing
Provide service to customers at a fast-paced restaurant during high school. Responsible for opening/closing, and for organizing new-employee schedules beginning in 2017. Asked to fill in during college breaks.

Softball, UPPER MERION AREA HIGH SCHOOL 2015 – 2018
Helped lead team to qualify for the PIAA State Tournament for the first time in school history in 2018. Recipient of the 2018 Kristin White Sportsmanship Award. Named 2nd team all-league 2017, 2018.

Volunteer Tutor, CLEMENTE MIDDLE SCHOOL, West Philadelphia Spring 2017
Advised middle school students in English, mathematics and social science.

SKILLS

Technical: List of programs, separated by commas

Language: List of languages, separated by commas. Describe by *knowledgeable of*, *proficient*, etc.

Other - example: Lab, International travel, First Aid