|  |  |
| --- | --- |
| first name  last name | Address  Phone  Email |

|  |  |
| --- | --- |
|  | **Why me?** |

A brief statement to tell a company why they should hire you. This statement should highlight your greatest strengths and what sets you apart from other candidates.

|  |  |
| --- | --- |
|  | education |

## Bachelor of Science/Arts | Clemson University

### Dates From – To

You may include your GPA and a summary of relevant coursework, awards, and honors. Put anticipated graduation date if you are still enrolled

## Masters/M.B.A. | Clemson University

### Dates From – To

If currently working on an additional degree, put “M.S. Candidate,” “M.B.A. Candidate,” or the respective degree you are pursuing

|  |  |
| --- | --- |
|  | Experience |

## Job Title | Company

### Dates From – To

Summarize your key responsibilities, leadership, and most stellar accomplishments. Jobs may include working Dabo Swinney Football Camps and Dabo Swinney Ladies Clinic

## Job Title | Company

### Dates From – To

Think about the size of the team you led, the number of projects you balanced, skills you showcased, etc.

|  |  |
| --- | --- |
|  | Skills |

|  |  |
| --- | --- |
| * Explain what you’re good at and what intangibles are valuable to a company * Ex. teamwork, leadership, time management, communication, goal-oriented, etc. | * List an intangible * List an intangible |

|  |  |
| --- | --- |
|  | leadership |

### **LEADERSHIP ROLE**

Describe any leadership experiences and any leadership roles you have held. Include leadership groups that you are a part of and how the members were selected. Ex. P.A.W. Journey Ambassador, Swinney Senior Leadership, etc.

|  |  |
| --- | --- |
|  | Volunteer Experience |

### **NAME OF VOLUNTEER EXPERIENCE**

Describe any volunteer experiences you’ve participated in, such as abroad services trips or community service projects. These experiences may include team-wide initiatives or things you have done on your own.

|  |  |
| --- | --- |
|  | professional development |

### **PROFESSIONAL DEVELOPMENT PROGRAM**

Describe any professional development initiatives or certifications that you have participated in. Include any P.A.W. Journey or Student-Athlete Development programs that enhanced your career readiness. These experiences may include team-wide initiatives or things you have done individually.

**\* Walk-in resume sessions, career advice, and professional mentorship are all offered by each staff member of P.A.W. Journey. If you have any questions or need assistance, please reach out to one of us! \***