

# Angela Student

(614)-555-1212  
astudent@capital.edu

## OBJECTIVE

A position in Residence Life

## EDUCATION

CAPITAL UNIVERSITY, Columbus, Ohio

**Bachelor of Arts**, May 2027

Major: Biology/Pre-Medicine

GPA: 3.15/4.00

MCMILLAN HIGH SCHOOL, Pleasantville, Pennsylvania

**High School Diploma**, June 2023

GPA: 3.72/4.00

## RELEVANT EXPERIENCE

**Campus Hearing Board Member**, October 2023 - Present

CAPITAL UNIVERSITY, Columbus, Ohio

- Advise faculty and staff on student perspective of judicial issues

**First-Year Mentor**, September 2022 - June 2023

MCMILLAN HIGH SCHOOL, Pleasantville, Pennsylvania

- Mentored 30 high school students
- Planned events to assist in the transition from middle to high school

## ADDITIONAL EXPERIENCE

**Cashier/Cook**, Summers 2020 & 2021

PANERA BREAD, McMurray, Pennsylvania

- Communicated with customers about orders
- Handled and recorded money in the cash drawer and restaurant safe
- Prepared food according to quality and safety standards

**Student Tutor**, October 2020 - February 2021

SOUTH CENTRAL ELEMENTARY SCHOOL, Pleasantville, Pennsylvania

- Developed learning units for third grade students
- Taught student basic science, reading, and math skills

## ACTIVITIES/HONORS

*College*

LEAD (Leaders Emerging and Developing)

SOLA (Students of Latino Affinity)

*High School*

Student Council (Secretary, senior year)

French Honor Society

National Honor Society

Three years varsity volleyball

## COMPUTER SKILLS

Word, Excel, PowerPoint

# David Student

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Columbus, Ohio 43209  
(614) 236-5555  
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## OBJECTIVE

A part-time retail position

## EDUCATION

CAPITAL UNIVERSITY, Columbus, Ohio  
**Bachelor of Arts**, May 2027  
Major: Public Relations  
GPA: 3.22/4.00

BRILLIANCE HIGH SCHOOL, Mensa, Ohio  
**Diploma**, May 2023  
GPA: 3.34/4.00

## RELEVANT EXPERIENCE

**Sales Associate** (part-time), September 2022 - August 2023  
MARSHALL'S, Mensa, Ohio

- Assisted customers with their purchases
- Organized store merchandise
- Operated cash register

## ADDITIONAL EXPERIENCE

**Animal Care Volunteer**, Summer 2023  
HUMANE SOCIETY, Mensa, Ohio

- Assisted in the care of animals

## COMPUTER SKILLS

Microsoft Word, Excel, Access

## ACTIVITIES

Varsity Tennis Team, Academic Years 2020-23  
French Club Member, Academic Years 2020-23  
Student Government Representative, Academic Year 2020-21