

[FIRST NAME LAST NAME]

[City, Province/State] | [Phone Number] | [Email Address] | [LinkedIn URL]

EDUCATION

[University Name] [City, State]
Candidate for Bachelor of [Arts/Science] in [Major], Minor in [Minor] [Expected Graduation Month Year]
GPA: [X.XX/4.00], [Academic Honors / Scholar List / Awards]
Relevant Coursework: [Financial Accounting], [Corporate Finance], [Microeconomics], [Statistics], [Computer Science]
[Optional Additional Education / Certification] [City, State]
[Program / Certificate Name] [Completed Month Year]
[Optional High School - use mainly for first-year/sophomore students if impressive or relevant] [City, State]
High School Diploma [Graduation Month Year]
GPA: [X.XX/4.00], [Scholarship / Academic Award / Leadership Role]
Activities: [Varsity Sport], [Investment Club], [Student Organization], [Leadership Role]

EXPERIENCE

[Firm / Company Name] [City, State]
[Role Title] [Season Year]

- [Action verb] [what you did] using [tools / methods] to [result or business impact]
- [Analyzed / built / researched / presented] [specific project] for [audience / client / team]
- [Quantify impact where possible: revenue, users, customers, dollars raised, time saved, number of companies analyzed]

[Student Venture / Club / Organization] [City, State]
[Founder / Co-Founder / Analyst / Member] [Year-Present]

- [Identified / launched / managed] [initiative] to address [problem or opportunity]
- [Owned / supported] operations including [finance, marketing, sales, logistics, data analysis]
- [Grew / improved / delivered] [measurable outcome] through [specific action]

[Previous Internship / Part-Time Role] [City, State]
[Role Title] [Season Year]

- [Researched / evaluated / organized] [companies, markets, customers, or data] to support [decision/process]
- [Used Excel / PowerPoint / database / CRM / research tools] to [create deliverable or insight]
- [Presented / communicated] findings to [manager, team, client, leadership]

LEADERSHIP AND ACTIVITIES

[Team / Club / Organization Name] [City, State]
[Leadership Role / Member] [Month Year-Present]

- [Describe commitment, leadership responsibility, or competitive achievement]
- [Show teamwork, discipline, initiative, time management, or impact]

HONORS AND AWARDS

[Award Name] ([Brief context]), [Year]; [Scholarship / Academic Honor], [Year]; [Athletic / Community / Club Recognition], [Year]

ADDITIONAL

Skills: Microsoft Excel; PowerPoint; Word; [Python / SQL / Bloomberg / PitchBook / Capital IQ if applicable]
Interests: [Personal investing]; [Fitness]; [Travel]; [Food]; [Fishing]; [Other specific interests that can spark conversation]
Work Authorization: [Optional: include if relevant to applications]