# Education

Name

Address OR LinkedIn

Phone Number | [Student](mailto:Daniel.Matthews@uvm.edu)email.uvm.edu

**University of Vermont (UVM)**, Burlington, VT Expected Graduation: Month Year

*Bachelor of Science in XYZ GPA: If above a 3.0*

*Minor: XYZ*

* **Technical Skills:** List skills such as MATLAB, Python, Java, AutoCAD, SolidWorks, Excel, Microsoft Office, etc. Other bullet points here could include language skills, honor Roll, etc.

# Related Coursework (Additional Sections could also be called Programming Languages, Laboratory Skills, etc. depending on your skillsets)

* List relevant courses here
* Ex. Math 021: Calculus II
* COURSE
* COURSE

# Relevant Projects

**Project Name,** Burlington, VT Date – Date

*Team member*

* Provide a full description of what you did and what you accomplished within this project, and relate it to the work you would be doing for their company

# Relevant (or Related) Experience (this can be work, research, student organizations, volunteering, internship etc.)

**Name of Organization,** Burlington, VT Date – Date

*Job/Volunteer Title*

* This section is where you will put any job, volunteer work, or student organization experience that relates to what you are studying/applying to. Below are the steps to writing a good bullet point:
* Step 1: Start the sentence with a strong verb. See our “Verb List” on the CEMS Career Website.
* Step 2: Be specific and quantify, ex. “Managed budget of $6,000”
* Step 3: Tailor the experiences/skills you gained to the opportunity you are applying for

**American Institute of Aeronautics and Astronautics,** Burlington, VT September 2021 – Present

*Student Organization Member*

* Collaborate on a team of 28 students to create a scaled down NASA Mars Curiosity Rover, a 6” FPV Drone, model rockets, and weather balloons
* Gain field and industry knowledge through touring local aerospace companies, hosting guest speakers, and attending aerospace conferences
* Designed a base on Mars’ moon Phobos for an AIAA sponsored competition and earned 2nd place

# Additional Experience (or Work Experience or Volunteer and Leadership Activities)

**Name of Company,** Town, State Date – Date

*Title*

* In the additional, work, extracurricular, or volunteer section(s), because they are not directly related, highlight the transferable skills gained from these positions. See examples below.

**The Best Restaurant,** Boston, MA May 2021 – August 2021

*Server*

* Provided excellent customer service to 100+ members daily in a large scale, fast-paced environment while effectively communicating with kitchen staff through a POS system