**FIRSTNAME LASTNAME**

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www.linkedin.com/in/hornedfrogs

**EDUCATION**

**Texas Christian University,** Neeley School of Business Fort Worth, TX

Bachelor of Business Administration Month 20XX

Major(s):, Minor(s) GPA: X.XX

*Honors/Awards:* (optional)

*Relevant Coursework:* (optional)

**EXPERIENCE**

**Employer,** City, State Month Year – Month Year

*Job Title*

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**Employer,** City, State Month Year – Month Year

*Job Title (dates)*

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*Job Title (dates)*

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**LEADERSHIP AND COMMUNITY EXPERIENCE**

**Name of Organization,** City, State Month Year – Month Year

*Your Role*

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**Name of Organization,** City, State Month Year – Month Year

*Your Role*

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**SKILLS**

*Technical:* (include levels of proficiency)

*Certifications:* Microsoft Office Specialist: Excel and PowerPoint

*Language:* (optional) (include levels of proficiency)