# Ima Intern

512-555-5555 ▪ imaintern@email.com

## SKILLS (Add or Delete Skills below)

* Microsoft Office (Word, Excel, PowerPoint, Outlook)
* Statistical Package for Social Sciences (SPSS) and Data Analysis
* Experience with Qualitative and Quantitative Research and Analysis
* Adobe Photoshop
* Social Media Marketing

**EDUCATION**

**Bachelor of Science in Applied Sociology** Expected December 2022

*Texas State University, San Marcos, Texas*

**Minor: (Insert Minor)**

**Overall GPA or GPA in Major:** (*Optional*, consider listing if it is above 3.0)

**Relevant Coursework:** Quantitative Research Methods, Applied Data Analysis, Qualitative Research Methods, (Insert Minor and Other Relevant Coursework Here)

## WORK EXPERIENCE (List in reverse chronological order - most *recent* to oldest.)

**Intern**  Month Year - Month Year (or Present)

*Name of Business or Organization, City, State*

* Offer additional knowledge, skills and abilities to supplement the information included in your cover letter or summary (if used)
* Focus on accomplishments, not just job duties
* Provide as much detail about your responsibilities as possible

**Position Title in Bold** Month Year - Month Year

Name of Business or Organization, City, State

* Offer additional knowledge, skills and abilities to supplement the information included in your cover letter or summary (if used)
* Focus on accomplishments, not just job duties
* Provide as much detail about your responsibilities as possible

## ACTIVITIES & HONORS (List honors, awards, activities, scholarships, volunteer work below)

**Current Member,** Professional Association Year(s) involved

 **Member/Officer**, Student Organization Year(s) involved

**Volunteer**,Volunteer Organization Year(s) involved

**Dean’s List**   List semesters granted

**Include any Scholarships**   Years Awarded

Keep it to 1 Page, Do not List References Here