

Buck I. Gal

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OBJECTIVE	Biology student seeking an internship for summer 2017	
EDUCATION	B.A./B.S. Your Major <i>The Ohio State University</i> Minor in ; GPA:	Columbus, OH Grad Year
EXPERIENCE	Your Position <i>Company Name</i> <ul style="list-style-type: none">▪ Explain major responsibilities/duties within the company▪ Begin your bullets with action words such as “Assisted, Demonstrated, Improved, etc.”▪ Make statements that are: factual, positive, brief, relevant, and result-oriented	mo/yr-mo/yr City, ST
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HONORS	Dean’s List; Leadership Scholarships; Academic Scholarships; Character Awards	
SKILLS	List can include, but is not limited to: Computer skills (specific programs too); Second language skills; First Aid/CPR certification; Organizational/Leadership skills; Communication skills	
ACTIVITIES	List can include, but is not limited to: All volunteer experience; Community ministries; Committee involvement; SGA/other organization involvement; Leadership positions held; Any other activities you were involved with	