

# BRUTUS BUCKEYE

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100 Lane Ave., Columbus, OH 43210  
buckeye.1@osu.edu  
614.292.1234

## OBJECTIVE

To obtain.... (this is not a sentence – state the field in which you want to enter)

## EDUCATION

Grad. Month & Year     The Ohio State University – Columbus, OH  
*B.S. in Agriculture* (or Nutrition if appropriate)  
Major in Animal Sciences  
Minor in ?

## RELEVANT SKILLS

Horsemanship (example – change to fit the experience you wish to highlight)

- Describe skills/special knowledge/experience/certifications/interpersonal qualities, etc., utilizing action verbs as the first word after each bullet

## WORK EXPERIENCE

Dates of Employment     Name of Company – City, State  
*Title*

- Describe what you did, utilizing action verbs as the first word after each bullet

## INTERNATIONAL EXPERIENCE

Month 20XX     Name of Program – Country Visited  
*Department of Animal Sciences* (or name of affiliated sponsor)

- Describe what you did/learned, utilizing action verbs as the first word after each bullet

## RESEARCH EXPERIENCE

Dates     Department Name – Location  
*Name of Project*

- Describe what you did, utilizing action verbs as the first word after each bullet

## COLLEGIATE INVOLVEMENT (or LEADERSHIP EXPERIENCE if appropriate)

Dates of Involvement     Name of Organization – The Ohio State University  
*Title* – if appropriate – (20XX-20XX)

- Describe what you did, utilizing action verbs as the first word after each bullet. If you have involvement in several groups & you're pushed for space, you don't need to include bullets.

## **PHILANTHROPY**

Dates of Involvement     Name of Organization – Location

- Describe what you did, utilizing action verbs as the first word after each bullet. If you have several acts of philanthropy and you're pushed for space, you don't need to include bullets.

## **PROFESSIONAL DEVELOPMENT**

Date     Name of Conference/Workshop/Certification – Location

## **HONORS & ACCOLADES**

Date Received     Name of Honor/Accolade – Association (University or Org)

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## REFERENCES

Dr./Mr./Mrs./Ms. First & Last Name

*Title*

Company

Address

City, State Zip

Phone Number

Email

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