

Name (Sample resume for History major)

100 Main Street • Rochester, New York 14607 • (585) 444-1111
E-mail address

OBJECTIVE	An internship with a non-profit agency, particularly interested in performing research, analyzing data, or promotional aspects but not limited to those areas.			
EDUCATION	Nazareth College B.A. in History Minor: Economics May 2015 GPA: 3.2 <i>Phi Alpha Theta History Honor Society</i>	Universite Haute Bretagne, Completed 15 credits in French language, history, and culture. (9/13-12/13)		
	Selected Coursework			
	<ul style="list-style-type: none">• Historical Research Methods• NY State History• American Republic I & II	<ul style="list-style-type: none">• Introduction to Marketing• Micro/Macro Economics• College Writing		
INTERNSHIP EXPERIENCE	Alstom Transport, Rennes, France (Fall 2013) <i>Research Intern</i> – Helped gather and analyze sales data for the rail signaling division. Built databases and spreadsheets, culminating in a PowerPoint presentation delivered to sales management team. Collaborated with interns from other divisions and utilized social media.			
RESEARCH EXPERIENCE	“Early French Activities at Fort Conti” (2012) Researched early ship building activities of French settlers at the site of current day Fort Niagara. Used primary resources, examined artifacts, and interviewed staff at the Old Fort Niagara Museum.			
RESEARCH SKILLS	<ul style="list-style-type: none">• Taking Oral Histories• Use of Primary Source Material	<ul style="list-style-type: none">• Use of Chicago Manual style of writing• Perform book reviews		
PRESENTATIONS	“The History and Culture of Brazil” (Spring 2012) Presented to youth from Rochester participating in <i>Global Youth Service Day</i> .			
COLLEGE ACTIVITIES	Nazareth College Undergraduate Association, Rochester, NY (8/13-Present) <i>Senator</i> – Elected by the student body to represent their interests. Participated in decision making regarding appropriation of student funds to different organizations. “The Dance” (2012) Poem submitted for review by faculty and students at annual Creative Activity, Research and Scholarship (CARS) presentation.			
SERVICE LEARNING	New York State School at Industry, Rush, NY (9/12-12/12) <i>Community Youth Service Internship</i> – Assisted youth at a juvenile detention center, primarily focusing on assistance with finding employment after release. Helped each youth develop a business plan.			
ATHLETIC EXPERIENCE	Nazareth College of Rochester <i>Softball Team 2010-Present</i> <ul style="list-style-type: none">• <i>Most Improved Player 2012</i>• <i>Empire 8 Finalists 2010, 2011</i>	Hilton Central High School <i>Softball Team 2006-2010</i> <ul style="list-style-type: none">• <i>Captain 2008, 2009</i>• <i>Honorable Mention All Greater Rochester Team</i>		
OTHER EXPERIENCE	Wegmans, Rochester, NY (2008-Present) <i>Cashier/Front End Clerk</i> – Recognized for speed, efficiency and outstanding work ethic. Develop respectful, friendly relationships with customers.			
COMMUNITY SERVICE	American Heart Association Heart Walk, Walker (2011)(2012)(2013) Battle of the Beaks, Committee Member (2011)(2012) Golisano Children’s Hospital Winter Walk, Organizer (2011)			
COMPUTER SKILLS	Software – MS Word, PowerPoint, Excel, iMovie, Social Media – Facebook, Twitter, Instagram			
LANGUAGES				
	Reading	Writing	Speaking	Listening
French	<i>Advanced</i>	<i>Advanced</i>	<i>Intermediate</i>	<i>Intermediate</i>