## Student CV For Job

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### **Personal Information**

* **Name:** Emma Johnson
* **Address:** 789 University Way, Student Town, ST 90123
* **Phone Number:** (987) 654-3210
* **Email:** emmajohnson@example.com
* **LinkedIn Profile:** [Emma Johnson](https://chatgpt.com/g/g-WRfgrcFQ7-english-examples-com/c/136e3fab-8cd2-4feb-bad3-d3bbb45276c5#) (if available)

### **Objective Statement**

A brief but impactful statement that outlines your job aspirations and highlights your strengths and potential contributions to the employer.

**Example:** "Resourceful and proactive business administration sophomore eager to apply academic knowledge and leadership experience in a part-time role at [Company Name], aiming to enhance customer engagement through innovative strategies."

### **Education**

Prioritize your most recent educational experiences, highlighting any academic distinctions or relevant coursework.

**Example:**

* **City University, Student Town, ST**
  + Bachelor of Business Administration, Expected Graduation: May 2027
  + **GPA:** 3.7

### **Relevant Coursework**

List courses directly related to the job you are seeking, demonstrating your foundational knowledge in the field.

**Example:**

* Principles of Marketing
* Organizational Behavior
* Financial Accounting

### **Skills**

Mention both technical and interpersonal skills that are pertinent to the job.

**Example:**

* Proficient in Microsoft Office Suite and basic data analysis with Excel
* Strong customer service and communication skills
* Ability to work effectively in team settings and independently

### **Work Experience**

Include any part-time jobs, internships, or volunteer work, focusing on responsibilities and achievements relevant to the job you’re applying for.

**Example:**

* **Sales Associate, Booktown Bookstore, Student Town, ST**
  + September 2025 - Present
  + Assisted customers in finding products and provided recommendations, improving customer satisfaction.
  + Managed inventory and restocked shelves, ensuring product availability.

### **Projects**

Detail academic or extracurricular projects that reflect your skills and initiative.

**Example:**

* **Market Analysis Project, City University**
  + Developed a market analysis for a hypothetical startup, presenting findings to a panel of professors.
  + Utilized surveys and data analysis to identify potential market segments and consumer preferences.

### **Extracurricular Activities**

List activities and organizations where you have been actively involved, especially in leadership roles.

**Example:**

* **Treasurer, Business Club, City University**
  + Managed the club's budget and organized fundraising events, enhancing financial and organizational skills.
* **Volunteer, Local Community Center**
  + Organized weekly activities for youth, fostering leadership and planning abilities.

### **Awards and Honors**

Include any recognitions that highlight your achievements and capabilities.

**Example:**

* Winner, City University Business Plan Competition, 2026
* Member, National Honor Society, 2025

### **References**

Available upon request. (You may include references if explicitly requested, providing their name, title, organization, and contact information.)