

## Troy Sutton

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### Objective

Seeking a full-time position in a social service or non-governmental organization utilizing teamwork, leadership, and communication skills

### Education

**Bachelor of Arts, Sociology**

May 20XX

**University of Connecticut, Storrs, CT**

Overall GPA: *###*/4.00

Dean's List, Spring 20XX

### Related Courses

Ethics in Society

Social Change in Urban America

Statistics I

Research Methods

Developmental Psychology

Sociology and Group Dynamics

### Leadership Experience

**Student-Athlete**

August 20XX - Present

**Division I Football, University of Connecticut, Storrs, CT**

- Balance 30 hours/week of team practices, home and away games, team meetings, and other related administrative tasks with a full-time academic course load and an off-season community service role as a teacher's aide
- Attend optional weekly development programs and drills to increase proficiency in the sport and as a teammate
- Assist in the coordination of team community service events to encourage cohesiveness between team members and foster community support for UConn athletic programs

### Relevant Experience

**Teacher's Aide**

January 20XX - Present

**Center Road Elementary School, Vernon Public Schools, Vernon, CT**

- Generated individualized after-school reading plans for 25 students in the second grade for service-learning course
- Mentored five at-risk students in after-school reading activities to increase reading comprehension and to provide emotional support

**Mini-internship Experience, Detroit, Michigan**

March 20XX

**Community Outreach, University of Connecticut, Storrs, CT**

- Planned creative writing and art activities for 50 prison inmates ages 13-17 during a weeklong spring break trip to a Detroit juvenile prison
- Collaborated with UConn Community Outreach and the Detroit juvenile prison to plan trip transportation, housing, and schedules
- Motivated juvenile prison inmates with engaging activities to reflect upon past experiences and make positive plans for the future
- Oversaw seven students' fundraising efforts and participation in the trip that raised \$3,250

### Activities

**Member**

January 20XX - Present

**Sociology Club, University of Connecticut, Storrs, CT**

- Fundraised \$400 in one semester as contribution to the Sociology Department's scholarship for low-income students
- Represent club in University fairs and other classroom presentations to increase club membership and campus presence

### Skills

**Computer:** Microsoft Word, Excel and PowerPoint, and social media platforms including Facebook, Twitter and LinkedIn

**Language:** Conversational Spanish

(OVER FOR ANOTHER SAMPLE)

## Monica Dyer

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### Objective

Seeking an internship in a private sector firm utilizing strong problem-solving, communication and leadership skills

### Education

**University of Connecticut**, Storrs, CT

**Bachelor of Arts**, German; *Concentration: German Studies*

May 20XX

Overall GPA: #.##/4.00

### Leadership Experience

**Team Co-Captain**

June 20XX - Present

**Student-Athlete**

August 20XX - May 20XX

**Women's Varsity Tennis**, *University of Connecticut, Storrs, CT*

- Lead 16 UConn women's varsity tennis student-athletes in securing three regional championships
- Organize captain practice sessions for players to increase endurance during long matches
- Assess each team member's performance with co-captain and coaches to effectively strategize and select players for matches
- Serve as a liaison between players, coaches, and University administration to communicate women athletes' challenges, needs, and experiences
- Balance up to 20 hours/week of team practices and meetings, 10 hours/week of home and away matches, and five hours/week of related administrative tasks with a full-time academic course load

### Relevant Experience

**Student Trip Leader, New York, New York**

December 20XX

**Athletics Department**, *University of Connecticut, Storrs, CT*

- Planned workforce development preparation activities for entering college freshmen during a weeklong winter break trip to a New York City vocational training center
- Collaborated with UConn Community Outreach and the New York City Education Dept. to plan the trip's logistics and housing
- Developed engaging activities to help motivate the students to reflect upon past experiences and make positive plans for the future
- Oversaw seven students' fundraising efforts and participation in the trip that raised \$3,300

**Investment Banking Research Intern**

May 20XX - August 20XX

**Conning, Inc.**, *Hartford, CT*

- Generated four research reports for the firm's brokers to distribute to existing clients and potential new investors that helped raise the company's profile investors' awareness of its research products
- Mentored by the CEO and five other senior executives on a wide variety of the firm's day-to-day management operations

### Activities

**Member**

January 20XX- Present

**Vice President**

January 20XX - December 20XX

**Deutschklub**, *University of Connecticut, Storrs, CT*

- Fundraised \$550 in one semester as contribution to the German Department's scholarship for low-income students
- Facilitated free, bi-monthly German language learning workshops with two other club members for anyone in the UConn community
- Represent club in University fairs and other classroom presentations to increase club membership

### Skills

Computer: Microsoft Word, Microsoft PowerPoint, Prezi and social media platforms including LinkedIn, Facebook, Twitter and Instagram

Language: Fluent in German