

Education Sample

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OBJECTIVE	To obtain (a full time teaching position) where I can use my (organizational, leadership and interpersonal skills) in order to (support the development of young children and help them reach their potential in a [specific] area)	
EDUCATION	Cedarville University <i>Bachelor of Arts Middle Childhood</i> , Cumulative GPA: 3.45 Concentrations in Math & Language Arts Minor in Biblical Studies	Cedarville, OH May 2012
LICENSURE	Ohio 4 Year Resident Educator License: Middle Childhood Grades 4-9 (Anticipated July 1, 2012) Association of Christian Schools International (ACSI) 5 Year Certificate (Anticipated May 2012)	
HONORS	Dean's List; Leadership Scholarships; Academic Scholarships; Discipline-specific Awards	
SKILLS	List can include, but is not limited to: Computer skills (specific programs); First Aid/CPR certification; Organizational/Leadership skills; Communication skills; Second language skills; etc.	
RELEVANT EXPERIENCE	Name of School (List most recent first) <i>Your Position/Field Experience</i> <ul style="list-style-type: none">Describe your major responsibilities (using Action words and phrases)Mention a few specific skills or knowledge gained through the experienceMake statements that are: factual, positive, brief, relevant, and result-oriented	City, ST mm/yy-present
	Name of School <i>Your Position/Field Experience</i> <ul style="list-style-type: none">Describe your major responsibilities (using Action words and phrases)Make statements that are: factual, positive, brief, relevant, and result-oriented	City, ST m/yy-m/yy
	Name of School <i>Your Position/Field Experience</i> <ul style="list-style-type: none">Describe your major responsibilities (using Action words and phrases)Make statements that are: factual, positive, brief, relevant, and result-oriented	City, ST m/yy-m/yy
ADDITIONAL EXPERIENCE	Company/School Name <i>Your Position</i> <ul style="list-style-type: none">Describe your major responsibilities (using Action words and phrases)Make statements that are: factual, positive, brief, relevant, and result-oriented	City, ST m/yy-present
	Company/School Name <i>Your Position</i> <ul style="list-style-type: none">Describe your major responsibilities (using Action words and phrases)Make statements that are: factual, positive, brief, relevant, and result-oriented	City, ST m/yy-m/yy
	Company/School Name <i>Your Position</i> <ul style="list-style-type: none">Describe your major responsibilities (using Action words and phrases)Make statements that are: factual, positive, brief, relevant, and result-oriented	City, ST m/yy-m/yy
ACTIVITIES	List can include, but is not limited to: All volunteer experience; Community ministries; Church ministries; Intramural sports teams; Committee involvement; SGA/other organization involvement; Any leadership positions held; Missions trips (include country and ministry); Any other activities you were involved with.	