**FirstName LastName**

(931) 123-4567 | firstname.lastname@gmail.com | Pulaski, TN 38478

**PROFESSIONAL SUMMARY**

In roughly 3-4 sentences, list the skills and personal traits you offer to an employer (i.e., ability to lead, learn quickly, complete tasks efficiently), and they should relate directly to the position you are applying for like the following: Effective communicator, building rapport easily with patients from diverse backgrounds. Detail oriented, recording needed information accurately and updating reports efficiently.

**EDUCATION**

**The University of Tennessee Southern** Pulaski, TN

*Bachelor of Science*, Nursing, GPA #.#/4.0 Month 20XX

**Certifications:** If Applicable, List Here

**Honors:** Listed By Their Official Title

**PROFESSIONAL ACTIVITIES**

Tennessee Association of Nursing Students (TANS)

Health Sciences Club, UT Southern

**EVIDENCE-BASED PROJECTS**

*Exploring Errors in 8-hour & 12-hour Work Shifts*, Presented at \_\_\_\_\_\_\_\_, April 15, 20XX

*Changing Concept of Sudden Infant Death Syndrome (SIDS)*, Presented at \_\_\_\_\_, December 2, 20XX

**CLINICAL EXPERIENCE**

**Advanced Adult Health Clinical** (90hrs); Spring 20XX | Athens-Limestone Hospital; Athens, AL

**Psychiatric Clinical** (45hrs); Spring 20XX | Southern Tennessee Regional Health System; Pulaski, TN

**Pediatrics Clinical** (45hrs); Spring/Fall 20XX | St. Jude Children’s Research Hospital; Memphis, TN

**Adult Health Clinical** (180hrs); Spring 20XX | Maury Regional Hospital, Columbia, TN

**Basic Clinical** (24hrs); Spring 20XX | Southern Tennessee Regional Health System; Pulaski, TN

**Obstetrical Clinical** (45hrs); Fall 20XX | Southern Tennessee Regional Health System; Pulaski, TN

**PROFESSIONAL EXPERIENCE**

**Company Name** City, ST

*Position Title* Month 20XX – Present

* Action verb/skill to communicate a successful outcome.
* Use quantifiable accomplishments and numbers as often as possible.
* Align your experiences with those shown in the job description for the position to which you’re applying.

**Organization Name** City, ST

*Position Title* Month 20XX – Month 20XX

* For previous positions, use past-tense verbs to communicate your experiences.
* Be sure to list successful outcomes and not simply the tasks that were completed.
* Each entry should include at least three and no more than five bullet points.

**ACTIVITIES**

**Office of Admissions**, *Campus Tour Guide*, Month 20XX – Present

**Campus Organization**, *Position Title*, Month 20XX – Present