

FirstName LastName

Baltimore, MD--(410) 555-5555--tstudent@gmail.com

Education

Bachelor of Arts in International Studies, Concentration in Italian May 20XX

Towson University, Towson, MD

- GPA: 3.67/4.0
- Languages: Italian, limited working proficiency

Lorenzo de' Medici (LdM), Florence, Italy January 20XX-May 20XX

Towson University Study Abroad

- Completed semester-long coursework while improving Italian language skills through immersion

Related Coursework

Theory of International Politics August 20XX-December 20XX

Towson University, Towson, MD

- Developed and participated in a group presentation detailing the relationship between politics and power among South American nations

Comparative Governments of Foreign Powers January 20XX-May 20XX

Towson University, Towson, MD

- Composed a 25 page paper on the problems of modernization and stable constitutional rule in Italy

Related Experience

Students Helping Honduras, Towson, MD June 20XX

Student Volunteer, Service Trip

- Participated in week-long program to help build homes and interact with local residents in Villa Soleada, Honduras

World Trade Center Institute, Baltimore, MD August 20XX-December 20XX

International Visitors Program (IVP) Intern

- Assisted the IVP manager in everyday duties including maintaining and updating contacts in the database and the Web site
- Coordinated professional and cultural programming for visiting foreign delegations
- Escorted visiting foreign delegations to meetings with local experts in various fields

Alternative Break Connections, Costa Rica June 20XX

Volunteer

- Served with projects abroad in an orphanage working with the children on homework and literacy

Customer Service Experience

Cook Library, Towson University January 20XX-present

Desk Assistant

- Perform regular administrative duties including fielding calls, filing paperwork, and aiding students with computer problems
- Demonstrate customer service skills; received an exemplary rating on employee review