**VICTORIA A. VIKING**

123 Home St.

Alexandria, KY 41001

(859) 555-1234

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**OBJECTIVE**

A summer position that provides practical experience in a setting related to the field of psychology.

**EDUCATION**

 Northern Kentucky University Highland Heights, KY

 Bachelor of Science in Psychology May 20XX

 Minor: Organizational Leadership

 GPA: 3.2/4.0

 Campbell County High School Alexandria, KY

 High School Diploma, College Preparatory Curriculum May 20XX

 GPA: 3.8/4.0 – Top 10% of Senior Class

**WORK EXPERIENCE**

 **The** **Northerner (NKU Student Newspaper)** Highland Heights, KY

 *Feature Writer*  August 20XX - Present

* Write weekly feature articles as assigned about people and places on and off campus
* Conduct preliminary research before interviewing people and writing stories
* Generate story ideas at weekly planning meetings
* Meet deadlines consistently

**Java Joe’s** Highland Heights, KY

*Barista* May 20XX - August 20XX

* Re-organized merchandise throughout shop and customer serving areas, which
helped increase sales
* Communicated with and assisted customers with beverage and bean choices
* Prepared and served orders efficiently and accurately

**VOLUNTEER AND CAMPUS ACTIVITIES**

*Member*, **Psychology Club/Psi Chi** Highland Heights, KY

* Attend monthly meetings August 20XX - Present

*Tutor,* **Campbell Ridge Elementary School** Alexandria, KY

* Tutor 5th and 6th grade students in reading and math August 20XX - Present

**COMPUTER SKILLS**

 *Operating Systems*: Windows and Macintosh

 *Software*: Proficient with Microsoft Word, PowerPoint, Excel, and Dreamweaver