**Full Name**

Postal Address, City, PR, Zipcode ▪ emailaddress@mail.com ▪ Cell. ###-###-####

www.linkedin.com/in/juan.delpueblo

**SUMMARY OF QUALIFICATIONS** *(examples include….)*

* Dynamic leadership
* Public Speaking Skills
* People Oriented
* Proactive
* Teamwork oriented
* Organized
* Creative
* Positive attitude, etc.

**EDUCATION**

***University of Puerto Rico- \_\_\_\_\_\_\_\_\_\_\_\_\_ Campus***  **San Juan, Puerto Rico**

*Bachelor in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Arts, Business Administration, Science) August 20\_\_\_-Present*

* Major(s):
* GPA: \_\_\_/4.0
* Expected Graduation Date:
* Honors: *(if any)*
* Relevant Coursework: *(include specialized courses)*
* Technical Skills: *(include all computer programs and applications that you know)*

**PROFESSIONAL EXPERIENCE** *(include internships)*

Company **City, Puerto Rico**

***Position***  *Month 20\_\_\_- Month 20\_\_\_*

*Summary of company industry if not well known; this provides context for job (short phrase).*

* Responsibilities.
* Action; impact.
* Action; impact.
* Action; impact.

**LEADERSHIP & ACTIVITIES** *(include voluntary work & student associations)*

Organization  **City, Puerto Rico**

***Position***  *Month 20\_\_\_- Month 20\_\_\_*

*Summary of organization purpose if not well known; this provides context for job (good starting place is organization mission statement).*

* Responsibilities.
* Action; impact.
* Action; impact.

Association  **City, Puerto Rico**

***Position***  *Month 20\_\_\_- Month 20\_\_\_*

* Responsibilities.
* Action; impact.

**SKILLS & INTERESTS**

**Training or Certifications: *(****use this area to highlight special trainings,certifications or skills you have that are unique)*

**Languages:** Spanish (fluent) 🞍 English (basic)

**Achievements: (***Any recognition, awards, honors)*

**Interests: *(****Include any hobbies you have)*