

Parker Polisci

Philadelphia, PA | 215-123-4567 | student@lasalle.edu
linkedin.com/in/studentname

EDUCATION

La Salle University, Philadelphia, PA

Bachelor of Arts

Expected May 20XX

Major: **Political Science & International Relations**

- **GPA: 3.8**
- Academic Achievements: Founder's Scholarship, Dean's List (Spring 20XX, Spring 20XX, Fall 20XX)
- Relevant Coursework: Political Parties and Elections, Political Analysis, Globalization and Decision-Making, Cultural & Global Awareness and Sensitivity, Broader Identity

RELEVANT EXPERIENCE

Philadelphia City Councilwoman Blondell Reynolds Brown

Student Intern

September 20XX-Present

- Aid the Councilwoman and members of her staff on clerical tasks as well as the provision of constituent services, filing, copying and mailings
- Receive inbound calls from constituents, forwarding messages to appropriate staff member
- Research different policy initiatives that affect the district
- Attend city council meetings and record meeting minutes

Brian Grady's Campaign for District Attorney of Philadelphia

Volunteer

May 20XX–November 20XX

- Organized the campaign website and updated supporters on campaign developments
- Canvassed neighborhoods on behalf of the campaign and distributed campaign literature

EXTRACURRICULAR ACTIVITIES & LEADERSHIP

Member, La Salle University Judicial Board

August 20XX–Present

- Participate in hearings; listen to and take notes concerning both the University's claims and students' claims and responses
- Ask both the student and University representatives relevant questions concerning the matter that brings them before the Board
- Deliberate with fellow Board Members, participate in drafting Board decisions and report Board decisions to the University and affected students

Director of Public Relations, La Salle Students' Government Association

August 20XX-20XX

- Oversee all social media accounts and plan informational posts about campus events
- Serve on the Diversity, Equity and Inclusion Committee and introduce initiatives and programming to uplift BIPOC voices on campus
- Communicate student needs to the administration by attending monthly meetings and connecting students to appropriate staff and faculty

WORK EXPERIENCE

Home Depot, Havertown, PA

Sales Associate

March 20XX–Present

- Recommend and help locate items for customers throughout the store
- Conduct inventory of materials and items in the flooring department
- Cash out customers at the register using payments such as cash, credit, or check

SKILLS

Computer: Microsoft Office (Word, Excel, PowerPoint, Publisher), R Studio, ActiveNet

Language: Bilingual in English and Spanish