

Amy Alum

55-220 Kulanui Street · Laie, HI 96762 · 808.555.1212 · amyalum@domain.com

JOB OBJECTIVE

Express in very clear, concise terms what job you would like to do.

SUMMARY

- Write 3 or 4 bullet points that summarize why you would be good at what you listed in your job objective.
- Highlight your strengths, experience, service, and personality traits.
- Rank or prioritize the statements so that those most relevant to your career comes first.

EDUCATION

B.S., Information Systems, June 2007

Brigham Young University Hawaii, Laie, HI

GPA: 3.9

Student of the Year, School of Computing and Mathematics, 2007

Dean's List, School of Computing and Mathematics, 2004-2007

A.S., Computer Science, December 2004

Salt Lake Community College, Salt Lake City, UT

EXPERIENCE

Telephone Support Representative, I.T. Services, September 2006-June 2007

Brigham Young University Hawaii, Laie, HI

- Write 2 or more bullet points about the work you performed and what you learned or accomplished in the position that is relevant to your job objective.
- Quantify results of your accomplishments if possible. Refer to how you impacted the organization, the customers, the management, the revenue, etc.
- List any job-related awards or recognition earned.

Web Development Team, I.T. Department, September 2004-August 2006

Polynesian Cultural Center, Laie, HI

- Write 2 or more bullet points about the work you performed and what you learned or accomplished in the position that is relevant to your job objective.
- Quantify results of your accomplishments if possible. Refer to how you impacted the organization, the customers, the management, the revenue, etc.
- List any job-related awards or recognition earned.

COMMUNITY SERVICE

President, Community Women's Network, 2006, Kahuku, HI

- Write 2 or more bullet points about the work you performed and what you learned or accomplished in the position that is relevant to your job objective.

Fund-Raising Committee Member, American Cancer Society, Honolulu, HI, 2007

- Write 2 or more bullet points about the work you performed and what you learned or accomplished in the position that is relevant to your job objective.