

Jesse Jones

Personal

Name **Jesse Jones**
Address **657 Elm Street, 73301 Austin, Texas**
Phone number **555-123-4567**
Email **example@cvmaker.com**

Resume objective

Passionate and State of Texas Team Debate Champion and Austin, Texas resident seeking entrance to The University of Texas Austin and represent the student body and alumni as a member of the Universities Speech and Debate team. A proven leader who maintained a 3.85 GPA, scored 1510 on SAT, with a diverse extracurricular background. Exceptional oral and written communicator, with a perfect school attendance record, organizational skills, and a unique ability to multitask. Always places an emphasis on team work, treating people with respect, and communicating clearly with peers and teachers.

Education

High School Graduate Jun 2018 - May 2021

Davey Crocket High School, Austin, Texas

- Perfect attendance record Junior and Senior Year
- Maintained a 3.85 Grade Point Average
- Scored 1,510 on SAT
- Member of Speech and Debate Team (Team Captain Junior and Senior Year)
- Honor Roll each semester of high school
- AP History, AP Math, AP English - Scored 4 out of 5 on all exams
- Wrote for high school newspaper (Junior and Senior years)
- State of Texas Team Debate Champion - 2020

Extracurricular Activities

Debate Team Sep 2018 - May 2021

Davey Crocket High School, Austin, Texas

- Speech and Debate Team member all four years.
- 2020 State of Texas Team Debate Champion.
- Team Captain Junior and Senior Year.

YMCA Volunteer Jun 2020 - Aug 2020

Central Austin YMCA, Austin, Texas

- Volunteered as a camp counselor for middle school students as a summer job.

Rotary Club Volunteer Feb 2020 - Jul 2020

North Austin Rotary Club, Austin, Texas

- Helped organize fundraising and charity events.

High School Marching Band Aug 2018 - May 2020

Davey Crocket High School, Austin, Texas

- Trumpet player Freshman through Junior Years.

Relevant Experience

Public Speaking

Sep 2018 - Present

Austin Toastmasters International

Youngest Member of the Austin Toastmasters Association. Participated in weekly public speaking events with attorneys, business owners, and civil leaders.

Internship

Sep 2020 - Present

Jones & Davis Attorney at Law

Currently serving as a paid intern at Jones & Davis Attorney at Law in Austin, Texas. Weekly duties include:

- Organizing legal files for paralegals, attorneys, and team members.
- Copying files & mail room duties.

Journalism

Sep 2019 - May 2021

Davey Crocket High School

Journalism course study and staff editor of The Frontier Times - high school news paper. Editing duties include:

- Writing student profile stories.
- Editing all content based on AP Writing Style Guidelines.
- Publishing content on our WordPress online website platform.

Academic Awards & Achievements

State of Texas High School Team Debate Champion - 2020. Honor Roll and Principal's List of Academic Excellence each semester at Davey Crocket High School. High School Newspaper Journalist and Editor 2020 and 2021. Top five percent with GPA and SAT scores for my graduating class.

References

Fred Thompson

Davey Crocket High School

On Request

Jessica Davis

Jones & Davis Attorney at Law

On Request

Tommy Peterson

YMCA

On Request

Skills

Public Speaking

Expert

AP Writing Style Guide

Expert

Multitasking

Expert

Creative Problem Solving

Experienced

Organization

Expert

Microsoft Office Suite

Experienced