

# BOOST YOUR RESUME WITH STUDY ABROAD!

## STUDY ABROAD BUFF

A brief statement that tells the employer what position you are seeking. This should be very specific when applying for a specific job, but very general for our database.

### EDUCATION

- West Texas A&M University Canyon, TX
  - Full name of degree, May 202X anticipated GPA 3.0/4.0
- (Include if > or = 3.0).**

If you participated in an official program with an international university, you could list the program below WT in the education section.

### SUMMARY OF QUALIFICATIONS [OR PROFILE]

- Brief statements of your experience, training and/or personal abilities
- Summarizes experience and calls attention to your skills
- Highlights what you have to offer an employer

Think of all you've gained from your Study Abroad experience that employers value:

- Critical thinking and problem-solving** developed through navigating a new environment
- Leadership skills**
- Global/intercultural fluency**
- Oral/written communication**

Also, did you improve in or learn another language?

### WORK HISTORY [OR EXPERIENCE]

#### NAME OF BUSINESS

Job Title

City, State  
Dates of employment (month, year)

- Bullet statements are used to highlight job accomplishments, what did you do to make this organization better?
- A bullet statement can also be used here to detail job duties you performed that may not be expected based on your job title

Did you work or complete a project while you were abroad? You could list that in a section labeled "Experience".

### ACTIVITIES AND HONORS [OR INVOLVEMENT]

- College scholarships, honors, organizations, and memberships
- Community work, volunteer work, is also appropriate to list here

Your study abroad experience shows you were an engaged student on campus, and it adds something interesting to your resume. List it here, and be prepared to discuss during an interview!

### CONTACT

yourname@buffs.wtamu.edu  
(806) 123-4567  
123 Anywhere St., Any City

Prepared by:  
Office of Career and Professional Development  
West Texas A&M University  
Student Success Center | CC 113  
806.651.2345  
<http://wtamu.edu/career>