

- 1-2 pages long
- Font: 10.5 – 12
- Margin: 0.5 – 1'

# INTERNATIONAL HUSKY

intlhusky@uw.edu | (206) 123-4567 | Seattle, WA | www.linkedin/in/INTLHusky

## SUMMARY OF QUALIFICATIONS

- Strong cross-cultural communication skills demonstrated through leading social media campaigns and delivering public presentations for diverse constituents
- Extensive experience in developing and managing public outreach programs and special events
- Proficient in conducting qualitative research, analyzing data, and writing policy reports
- Computer Skills: Adobe Creative Suite, Keynote, Acrobat Pro
- Languages: Korean (Intermediate) and Spanish (Basic)

## EDUCATION

**University of Washington (UW)**, Seattle, WA June 2023  
 Bachelor of Arts, Global and Regional Studies | Minor: Human Rights  
 Relevant Coursework: International Political Economy, Human Rights Law in Culture and Practice

**Everett Community College**, Everett, WA June 2021  
 Associate of Arts & Sciences, Global Studies

## RELEVANT EXPERIENCE

**International Organization for Migration (IOM), The UN Migration Agency**, Washington, DC  
*Operation Intern* September 2022 – Present

- Tailor IOM-aligned messages on brochures and websites for relevant external audiences, including corporate partners, philanthropists, and the general American public
- Assist the communications team in planning and implementing a comprehensive informational and marketing strategy to raise awareness of the IOM projects
- Monitor and update the IOM social media channels on a daily basis to ensure accurate and up-to-date information and resources are shared

**Senior Task Force Project**, UW Jackson School of International Studies, Seattle, WA December 2021 - Present  
*Human Rights Lab: Global Pandemic and Refugees in America*

- Analyze the impact of the Global Pandemic on refugee resettlement in the U.S.
- Collaborate with the Washington State's Office of Refugee and Immigrant Assistance to conduct in-depth analysis of the 20 recent resettlement cases
- Write 100 pages long policy report in a team of 9 students to present to the external evaluator

## ADDITIONAL EXPERIENCE

**Event Manager, Jackson School Student Association (JSSA)**, Seattle, WA October 2021 – June 2022

- Organized 5 networking events for the JSSA members, such as Meet & Greet and Winter Social
- Promoted events through social media and email, and oversaw all logistical planning and execution

**Cashier, Costco Wholesale**, Everett, WA February 2019 – January 2021

- Started as a cashier assistant and promoted to cashier in only 5 months due to excellent customer service skills and reliable attendance

## SCHOLARSHIPS AND HONORS

- Annual Dean's List, UW, 2021-2022
- Foreign Language and Area Studies (FLAS) Fellowship (Korean language and Global literacy), UW, 2022
- Neal and Helen Fosseen Endowed Scholarship in International Studies, UW, 2022

- List your experiences in a reverse chronological order
- Use action verbs to create strong bullet pointed statements
- Quantify and qualify, when possible: Use #, %, \$ amounts
- Tailor your resume and make sure to proofread