

Example of a hybrid résumé

Genevieve Costa

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genevieve.costa@email.ca

Education and training

Wilton University – International Development 2010–present
St. John's, Newfoundland

Catherine Collegiate Secondary School 2005–2009
St. John's, Newfoundland

Skills

Summary

- Fluent in French and English, both written and oral
- Hardworking, reliable, and professional
- A considerate team-player with aspirations to succeed

Teamwork

- Coordinated and planned complex student presentation schedules with eight other teaching assistants
- Worked with many diverse staff members in various positions to accomplish daily tasks and deliver excellent customer service

Management

- Coached and assisted staff to achieve second place overall in the city-wide Barista Skills Latte Art competition
- Instructed and guided business students regarding weekly assignments and general academic difficulties

Administrative

- Organized high-profile social activities for the Business Administration community at Wilton University

- Created and implemented a new weekly task schedule for clients at the Elizabeth Wright Women's Shelter

Experience

Undergraduate Teaching Assistant 2011–2012
Wilton University, St. John's, Newfoundland

Barista Team Leader 2008–2011
Alfred's Coffee House, St. John's, Newfoundland

Sales Associate 2006–2008
Annie's Pie Shop, St. John's, Newfoundland

Volunteer experience

- Wilton Business Society – VP Social 2011–2012
- Elizabeth Wright Women's Shelter 2010–2012
- Catherine Collegiate Student Council President 2008–2009
- St. John's Food Bank 2007–2009

Accomplishments

- Qualified for national semi-finals in "Reach for the Top" trivia competition in 2007 and 2008
- Three years on Wilton University Dean's List
- Four years on Catherine Collegiate Honour Roll for Academic Excellence