

RS

# Raymond Scott

College Prep

## CONTACT



(123) 456-7890



email@example.com



LinkedIn | Portfolio



City, ST 12345

## SKILLS SUMMARY

- Research and writing
- Event coordination
- Public speaking
- Microsoft Office
- Google Docs

## EDUCATION

High School Diploma (expected June 2025)

City High School, City, State

## ABOUT ME

Ambitious high school senior aiming to build a strong college application résumé. Skilled in research, writing, and leadership through student government and academic clubs.

## EXPERIENCE

Research Assistant | September 2022 - Present

Science Club, City High School

- Conduct literature reviews for environmental science projects.
- Co-author club newsletter articles, achieving a 30% increase in readership.

Student Government Secretary | November 2021 - Present

City High School

- Record and distribute meeting minutes for 30+ members.
- Coordinate two school-wide events per semester.