

# Jane Doe

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## EDUCATION

08/20XX - 06/20XX

### Stephen F. Austin High School

Every Town, TX

- Rank: 10 out of 523 (1.912%)
- Weighted GPA: 5.57 out of 6.0
- Unweighted GPA: 3.75 out of 4.0

### Advanced Placement or International Baccalaureate Scores

- 11<sup>th</sup> Grade
  - AP US History – 5
  - AP Calculus AB – 4
  - AP Statistics – 5
- 12<sup>th</sup> Grade
  - AP Calculus BC – Pending
  - AP Government – Pending
  - AP Economics - Pending

## WORK EXPERIENCE

07/2009 - 07/2011

### VKC 1 LP (Sugar Land, TX)

*IT Assistant*

2 hrs/week

- Built multiple workstations and set up secure wired and wireless network
- Created a central server with an organized file structure to increase accessibility for all users
- Assisted in development of company website, offering coordination of over seventy sales locations

## ACTIVITIES

10th-12th

### Mu Alpha Theta (MATH)

*Member (10<sup>th</sup>), Secretary (11<sup>th</sup> - Elected), President (12<sup>th</sup> - Elected)*

6 hrs/week

36 weeks/year

- Helped organized COMET program to assist middle school students in all academic areas
- Led annual Mini-Mathletes Competition for over 250 students from local elementary schools
- Participated in Mathematics Competitions hosted by University of Houston, Texas A&M, and Rice University
- Participated in competitions sponsored by The Math League, Mandelbrot, Rocket City Math League, Purple Comet, and National Assessment & Testing
- Developed point system to track attendance and participation of the society's 190 members in Google Spreadsheet
- Created Google Sites-based website to update members with upcoming dates and deadlines

**ACTIVITIES**

11 <sup>th</sup> - 12 <sup>th</sup>	<p><b>Solving Hard and Rough Problems by Employing Rudiments (SHARPER)</b>  <i>Team Member (11<sup>th</sup>), Team Captain (12<sup>th</sup>)</i></p> <ul style="list-style-type: none"> <li>• One of the first nine members of the exclusive team dedicated to the appreciation of mathematics</li> <li>• Administered advanced mathematics lessons relating to competitive math to train members</li> <li>• Participated in multiple team-based competitions and tests sponsored by University of Houston, Princeton University, Rice University, Texas A&amp;M, Mandelbrot Team Play, and National Assessment &amp; Testing</li> </ul>	6 hrs/week 42 weeks/year
10 <sup>th</sup> - 12 <sup>th</sup>	<p><b>Spanish National Honor Society (SNHS)</b>  <i>Member (10<sup>th</sup> - 12<sup>th</sup>)</i></p> <ul style="list-style-type: none"> <li>• One of less than thirty inducted into society for excellence and achievement of the Spanish Language</li> <li>• Volunteered in community and promoted Spanish culture</li> </ul>	1 hr/week 36 weeks/year
9 <sup>th</sup> - 12 <sup>th</sup>	<p><b>Student Council</b>  <i>Class President (9<sup>th</sup> - Elected), Member (10<sup>th</sup> - 12<sup>th</sup> - Elected)</i></p> <ul style="list-style-type: none"> <li>• One of fourteen chosen each year to serve on student body and represent classmates</li> <li>• Worked to engage students in democracy and leadership</li> <li>• Helped increase school passion among students with social events, community projects, and school reform</li> <li>• Participated in weekly school-wide recycling</li> </ul>	2 hr/week 32 weeks/year
9 <sup>th</sup> - 12 <sup>th</sup>	<p><b>Science University Interscholastic League (UIL) &amp; Science Club</b>  <i>Member (9<sup>th</sup> - 12<sup>th</sup>)</i></p> <ul style="list-style-type: none"> <li>• One of six members selected to compete for our school</li> <li>• Trained with team to achieve excellence in college level biology, chemistry, and physics</li> <li>• Participated in numerous science competitions including bridge-building, CO<sub>2</sub> car racing, and paper plane flying</li> </ul>	1 hr/week 36 weeks/year
12 <sup>th</sup>	<p><b>Distributive Education Clubs of America (DECA)</b>  <i>Member (12<sup>th</sup>)</i></p> <ul style="list-style-type: none"> <li>• Volunteered throughout the school and community</li> <li>• Participated in regional competitions</li> <li>• Promoted teachings of marketing, management, and entrepreneurship in business, finance, and hospitality</li> </ul>	1 hr/week 24 weeks/year
11 <sup>th</sup>	<p><b>Houston Area Model United Nations</b>  <i>Member (11<sup>th</sup>)</i></p> <ul style="list-style-type: none"> <li>• Prepared for annual academic simulation of United Nations at the University of Houston</li> <li>• One of over 900 delegates to participate in Houston Area conference</li> </ul>	1 hr/week 18 weeks/year
9 <sup>th</sup> - 10 <sup>th</sup>	<p><b>Junior Varsity Tennis</b>  <i>Player (9<sup>th</sup> - 10<sup>th</sup>)</i></p> <p>Played primarily doubles and mixed doubles in regional tournaments and matches against other schools. Stopped playing in 10<sup>th</sup> grade due to injury and to focus on other extracurricular activities.</p>	8 hr/week 28 weeks/year



## HONORS & AWARDS

9<sup>th</sup>

### Most Improved JV Tennis Player

9<sup>th</sup> - 11<sup>th</sup>

### Excellence in the Subject of Mathematics

- Chosen by math teacher for academic achievement in class

10<sup>th</sup>

### University of Houston Math Competition

- 4<sup>th</sup> Place in Algebra II Test

11<sup>th</sup>

### Texas A&M Math Contest

- One of six on 4<sup>th</sup> Place Team in Power Test

11<sup>th</sup>

### Rice University Math Tournament

- One of eight on 2<sup>nd</sup> Place Team in Team Test
- One of eight on 4<sup>th</sup> Place Team in Power Test

5<sup>th</sup> place in Calculus Test

11<sup>th</sup> - 12<sup>th</sup>

### American Invitational Mathematics Examination Qualifier

- AMC Score ranked among top 5% of test takers

11<sup>th</sup>

### UIL Regional Competition

- 2<sup>nd</sup> place of Juniors in Science Test

11<sup>th</sup>

### AP Scholar With Distinction

- Received an average score of at least 3.5 on all AP Exams taken and score of 3 or higher on five or more of these exams

11<sup>th</sup>

### Academic Excellence

- Demonstrated excellence by maintaining grades of B or higher in every subject throughout high school

11<sup>th</sup>

### PSAT National Merit Commended

- PSAT Score ranked among top 50,000 of test takers

12<sup>th</sup>

### University of Houston DECA Competition

- Placed in Quick Serve Restaurant Management

12<sup>th</sup>

### United States Academic Decathlon Competition

- 1<sup>st</sup> place among Scholastic competitors in Mathematics
- 2<sup>nd</sup> place among Scholastic competitors in Economics
- 2<sup>nd</sup> place among Scholastic competitors in Interview

12<sup>th</sup>

### Clements High School Math Tournament

- One of three on 3<sup>rd</sup> Place Team in Relay
- One of six on 2<sup>nd</sup> Place Team in Team Test
- 2<sup>nd</sup> place in Senior Division Test

12<sup>th</sup>

### University of Houston Math Competition

- 4<sup>th</sup> Place in Statistics Test
- 2<sup>nd</sup> Place in Calculus Test

12<sup>th</sup>

### Rice University Math Tournament

One of eight on 4<sup>th</sup> Place Team in Power Test

**SKILLS, TALENTS, &  
ACHIEVEMENTS**

**Languages**

- Fluent in English and Hindi with three years of Spanish

**Technical Skills**

- Experience with computer hardware and building desktops
- Exposure to several programming languages including Java, C++, Python, JavaScript, HTML, and CSS
- Familiar with Mac OS X, Ubuntu, and FreeBSD
- Proficient with Microsoft Office, Apple iWork, and Google Docs Suite
- Frequently edited raw photography and HD videos in Apple's Aperture and Final Cut Studio