**Herky Hawkeye**  (319) 555-5555 – herkyhawkeye@uiowa.edu

1234 Black and Gold Lane, Iowa City, IA 52242

**EDUCATION**

**The University of Iowa**, Iowa City, Iowa Anticipated May 20XX

Bachelor of Business Administration, Accounting

GPA: 3.23/4.00

Software Skills: Adobe, SPSS, Word, PowerPoint, Excel

**RELATED PROJECTS**

**Nonprofit Accounting Analysis** August 20XX-January 20XX

Department of Accounting, The University of Iowa, Iowa City, Iowa

• Partnered with a classmate to develop an accounting system for a local nonprofit firm

• Developed accounting system that would help track costs

• Trained current employees to use the developed accounting system

• Produced an accounting system manual to continue the development of the accounting system

**Auditing Analysis** March 20XX-June 20XX

Department of Accounting, The University of Iowa, Iowa City, Iowa

• Worked efficiently and effectively with group of 5 classmates for Target Distribution Co.

• Developed easy-to-follow checklist of auditing items

• Created an effective database system for the company to efficiently account for certain costs

• Presented project to Target Distribution Executive Board

**LEADERSHIP EXPERIENCE**

**Team Captain, Varsity Women’s Swimming and Diving Team** August 20XX-Present

**Member, Varsity Women’s Swimming and Diving Team** August 20XX-Present

The University of Iowa, Iowa City, Iowa

• Motivated, supported, and led team of 30 Division I athletes

• Planned and implemented Annual Breast Cancer Awareness Swim Meet

• Collaborated with co-captains to develop community service projects

• Awarded a full scholarship covering tuition, fees, room, and board for 4 years

**Chair, Iowa Student-Athlete Advisory Committee** August 20XX-Present

**Member, Iowa Student Athlete Advisory Committee** August 20XX-Present

The University of Iowa, Iowa City, Iowa

• Represented Women’s Swimming and Diving in meetings alongside fellow varsity athletes

• Coordinated on-campus NCAA Diversity Workshop for student-athletes

• Attended Big 10 Conference SAAC workshop in May 20XX

**SERVICE & VOLUNTEER EXPERIENCE**

**Coordinator, ISAAC Bowling Social, Iowa City, Iowa** April 20XX

• Coordinated planning for an event for student-athletes to connect with one another

• Planned and implemented location reservation, rentals, and agenda

• Recruited student-athletes to participate in the event

**Volunteer**, Dance Marathon February 20XX

**Volunteer**, Special Olympics June 20XX

**HONORS & AWARDS**

Academic All-Big 10 for 3 years

Big 10 1st Team All-Conference honors

University of Iowa record holder