## Gilda Government

**Current Address** 610 King of Prussia Road Radnor, PA 19087 610-902-8306 yourname@cabrini.edu

**Permanent Address** 123 Main St. Philadelphia, PA 19123 yourname@cabrini.edu

**Objective** Seeking full-time employment with county government.

Education Cabrini College Radnor, PA

Bachelor of Arts month/year Political Science/Criminal Justice GPA: 3.4

Relevant Intro to Political Sciences Comparative Government

**Courses** Federal Judiciary **US** Constitution **International Relations** Social Problems

**Activities** Board member of Cabrini College Alumni-Student Diversity Council;

History/Political Science Club member; Volunteer at Inner City after school

program Latino and Friends Club member.

Cooperative Court Administrator's Office Norristown, PA **Education** 

Court Administrator Assistant month/year

Observed court room procedures

Followed drunk driving cases to disposition

Learned about the ARD program

Research work

Communicated with attorneys and defendants regarding trial dates

Other Ethnic Student Alliance Cabrini College

**Experience** President month/year

Organized minority Alumni dinner for 30 guests

Planned field trip for middle school children to the New jersey State Aquarium

Prepared and distributed fundraiser items to 15 club members and purchased prizes

Helped to make posters to advertise out events

Organized and ran monthly club meetings

Admissions Office Cabrini College

Student Ambassador month/year

Gave tours to prospective students

Called prospective students and answered questions they have about the college

Wood Dining Services Cabrini College

Cashier/Food Runner month/year

Swiped student ID cards, cleaned tables and food stations and brought out food when necessary

References Available on request