

Jane Doe

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Profile

Motivated business student with a strong academic record and international outlook. Eager to broaden global perspective and develop professional skills through an exchange program.

Education

Bachelor of Business Administration

University of City, Country

Expected Graduation: June 2026

- Current GPA: 3.8/4.0
- Relevant Courses: International Business, Economics, Marketing, Business Analytics

Work Experience

Business Intern

ABC Consulting, City, Country — Summer 2023

- Assisted in market research and client presentations
- Coordinated a team project for a major client, improving workflow efficiency

Student Ambassador

University of City, Country — 2022 - Present

- Supported international students in the integration process
- Organized orientation events and campus tours

Extracurricular Activities

- Member, Business Club
- Volunteer, Local Food Bank
- Coordinator, University Sustainability Week

Skills

- Languages: English (Fluent), Spanish (Intermediate)
- Microsoft Office Suite, Google Workspace
- Presentation, Teamwork, Cross-cultural Communication

Awards & Certifications

- Dean's List, 2022 & 2023
- Certified in Fundamentals of Project Management (Coursera)

References

Available upon request