

Sample Student

Palatine, IL 60067

847.555.1212

samplestudentr@gmail.com

www.linkedin.com/in/samplestudent

SIGN LANGUAGE INTERPRETER

EDUCATION

Harper College, Palatine, IL
Sign Language Interpreting Certificate May 20xx

Northern Illinois University, DeKalb, IL
Bachelor of Arts, History May 20xx

LICENSURE

State of Illinois License Interpreter for the Deaf Expected July 20xx

SKILLS

Effective communication in American Sign Language (ASL)

Sign-to-voice and voice-to sign interpreting

Excellent articulation and voicing skills

Strong understanding of deaf culture

PRACTICUM

January 20xx to March 20xx

Willow Creek Church, Hoffman Estates, IL

Harper College, Palatine, IL

Cook County Tax Day, Schaumburg, IL

Alexian Brothers Hospital, Hoffman Estates, IL

- Provided language interpretation for deaf/hard-of-hearing at events
- Moved from one assignment to another quickly and effectively
- Practiced excellent customer service skills, ethical behavior and professional judgment

WORK EXPERIENCE

Calvin Clothes Company, Chicago, IL

Store Manager

April 20xx to Present

- Hire and train employees, create weekly schedule, and oversee accounting functions
- Create floor displays, manage inventory and place orders for new merchandise

Family Video Store, Bartlett, IL

Manager

June 20xx to March 20xx

- Maintained up to date stock of movies and games and tracked inventory for loss and damage
- Recruited new employees and mentored employees on customer service skills and store policies

COMPUTER SKILLS

Microsoft Word, Excel, PowerPoint

VOLUNTEER

Little City, Palatine, IL

June 20xx to August 20xx