

HARRY JAMES POTTER
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EDUCATION

Hogwarts School of Witchcraft and Wizardry

Northumberland, England

Bachelor of Science in Defense Against the Dark Arts

Anticipated Graduation May 2020

- 3.0 GPA

(not range)

RELATED EXPERIENCE

Hogwarts School of Witchcraft and Wizardry

Northumberland, England

Gryffindor Head Boy

September 2011 - Present

- Recent* ↓
- Defended against and ultimately defeated the most powerful wizard in the world, Lord Voldemort, after 18 years at the culmination of the Battle of Hogwarts.
 - Discovered the Chamber of Secrets, and defeated a basilisk and a horocruux as a 2nd year.
 - Selected as youngest and only 4th selected Tri-Wizard Champion in Magical History.
 - Assisted the former Headmaster of Hogwarts, Albus Dumbledore, and 2 classmates locate and destroy 7 horocruces.
 - Created Dumbledore's Army and trained students from all 4 Hogwarts houses how to defend themselves against dark magic.
 - Assisted Gryffindor to win the House Cup by saving everybody's lives 3-6 times.
 - Survived the Avada Kedavra curse twice.
- quantity*

SKILLS

- Spells: Patronus, Expelliarmus, Accio, Stupefy
- Languages: Parseltounge, Ancient Runes
- Microsoft Office: Word, PowerPoint, Excel
- Social Media: Facebook, Twitter, Instagram
- CPR

HONORS AND ACTIVITIES

- Possessor of the Deathly Hallows
- Presented sword of Godric Gryffindor twice
- Hogwarts Quidditch:
 - Captain of Gryffindor Quidditch team
 - Youngest seeker in 100 years

Student Name

Address

Phone

Email

EDUCATION

Bachelor of What in What: Concentration in What Anticipated Graduation: Month Year

University Name City, State

- (3.0 or Higher GPA)
- Academic Honors (Semester Year)

EXPERIENCE

Job Title Month Year – Month Year

Company/ Organization City, State

- Minimum 3 bullets (highly related work 5 -7) about roles and responsibilities and how you experienced them. There should be a difference between a position description and your resume. Use specific details and examples to personalize and stand out.
- Treat each bullet as a topic. 1-2 sentences is acceptable to get the point across. Do not use prose (no pronouns).
- Begin bullets with past tense, action verbs even if you still perform that job to make it consistent. (e.g.) Created, Organized, Operated, Directed.
- Quantify to help the reader become more familiar with your role. Answer How Much? How Many? How Often to add depth and measure of accountability to you and your experience. (e.g.) Served 4-6 tables a shift. Edited up to 50 articles a week.

as much as possible

SKILLS

- List technical skills only (e.g.) Microsoft Office: Word; QuickBooks; Fluent Spanish
- No soft skills (e.g.) Customer service, Fast learner. These come off generic and cliché and should be demonstrated in your experience bullets.

rate proficiency/experience

HONORS & ACTIVITIES

- This section is “positive fluff” which is likely not getting the job, but at least makes you look well-rounded.
- Club position, Club Name Month Year – Month Year
 - Synopsis of what the mission was and experience gained
- Volunteer Position, Volunteer Project/ Organization, Month Year – Month Year
 - Synopsis of what the mission was and experience gained