

# Undergraduate Resume Sample

XIA (AMY) TAN

[act1234@psu.edu](mailto:act1234@psu.edu) (814) 222-3434

## EDUCATION

**The Pennsylvania State University** **University Park, PA**  
 Division of Undergraduate Studies (intended major Psychology) May, 2024  
 Minor in Spanish

**Grier School** **Tyrone, PA**  
 Advanced Placement in Psychology and Modern Languages GPA 3.8

## WORK EXPERIENCE

**All-Star Sports Camp** **Eagles Mere, PA**  
**Camp Counselor** June 2020-August 2020

- Responsible for the safety and well-being of campers between the ages of 6 and 18.
- Assisted the coaches in coordinating sports activities and games for the campers.
- Planned and supervised field trips.

**Tyrone Recreation Department** **Tyrone, PA**  
**Tennis Instructor** June 2019-August 2019

- Taught basic tennis skills to children aged 8-14
- Educated students on how to score and abide by the rules

## CAMPUS ENGAGEMENT

- **PSU Circle K Club, Member** September 2020-Present
- **Penn State Club Tennis** August 2020-Present
- **Penn State Political Student Organization** October 2020 - Present

## LEADERSHIP

- **Muncy HS Girls Basketball Team, Captain** 2018-2020
- **Grier School Tennis Team, Captain** 2018-2020