Possible Resume Headings

Ideas for Headings to Help Organize Resume Content

- Academic Research
- Accomplishments
- Accounting/Financial Experience
- Additional Experience
- Adult-Related Care
- Analytical Work Experience
- Art Exhibits
- Athletic Involvement
- Awards
- Broadcast Media Experience
- Business-Related Experience
- Campus Involvement
- Certifications
- Civic Engagement
- Clearances
- Coaching Experience
- Community Involvement
- Computer Skills
- Conferences Attended
- Customer Service
- Data/Financial Skills
- Field/Laboratory Techniques
- Fieldwork
- Field Placement
- Graduate Internship
- Health Care/Administration
- Higher Education Experience
- Honors
- Human Resources Experience
- Human Services Experience
- International Experience/Travel
- Internships
- Job Shadowing
- Juried Artwork
- Key Accomplishments
- Laboratory Equipment/Field Skills
- Languages
- Leadership
- Licenses
- Management Experience
- Military History
- Non-Profit Support/Experience
- Objective
- Presentations
- Prestigious Awards
- Print Media Experience
- Professional Development
- Professional Internship
- Professional Memberships/Affiliations
- Public Relations Experience
- Publications
- Published Artwork
- Recognitions
- Related Coursework
- Related Experience
- Relevant Projects
- Research Projects
- Sales/Marketing Experience
- Selected Professional Development
- Skills
- Social Services Experience
- Student Teaching/Field Experience
- Study Abroad
- Substitute Teaching
- Supervisory Experience
- Supply Chain/Logistics
- Teaching Experience
- Technical Skills
- Trainings/Certifications
- Travel
- Volunteer Experience
- Web Design Experience
- Workshops
- Youth-Related Care

Note: This list is not comprehensive – it is designed to provide you with possible headings to consider. The bottom line is to make sure your resume is organized in a way that best “sells” you to the reader!