Your **Executive Job Shadow** experience can be listed in several different places on your resume.

Consider putting it under EDUCATION or in the last category on your resume, which might be titled HONORS & AWARDS or EXTRA-CURRICULAR ACTIVITIES, etc. If they gave you a significant task during your shadow, you might also list it under EXPERIENCE, and if it's something to highlight, consider putting it in your QUALIFICATION SUMMARY.

QUALIFICATION SUMMARY

Customer service – demonstrated ability to serve others during a two-day executive job shadow with President & CEO Brad Meuli at the Denver Rescue Mission.

or…..

EDUCATION

Northern Arizona University, Flagstaff, Arizona Dean's List GPA 3.8 May 2019
Bachelor of Science in Business Administration with a major in Marketing
Executive Job Shadow
- selected to shadow Ms. Kathy Finnerty-Thomas, President of Stowebridge Promotion Group
- during my two-day shadow, learned from her the importance of creating company culture
- observed her putting out normal daily "fires" on the job

or…..

EXPERIENCE

Regier Carr & Monroe, L.L.P., CPA's Summer 2013

Executive Job Shadow Tucson, AZ
- Shadowed executives and employees.
- Helped review financial statements.
- Participated in audit.
- Helped review tax returns.

or…..

HONORS & AWARDS

Executive Job Shadow - selected to shadow Mr. Jeff Beatty, Senior Managing Director of CBRE