

Sample Resume

aasu9999@students.armstrong.edu

123 Nowhere Fast Lane
Savannah, GA 31419

912-555-1234
678-999-4321

OBJECTIVE

Biology Internship

EDUCATION

Armstrong Atlantic State University
Bachelor of Science in Biology
GPA 3.2

Savannah, GA
May 2009

RELEVANT COURSES

Comparative Vertebrae Anatomy
Human Anatomy & Physiology I and II

Genetic Biotechnology
Biochemistry

Genetics
Cell Biology

EXPERIENCE

Armstrong Atlantic State University
Student Assistant

Savannah, GA
2002-present

- Assist professor in preparing equipment for labs
- Organize and file documents and forms
- Greet students and provide information
- Represent department to outside constituents

Papa John's Pizza
Delivery Person

Pooler, GA
1999-2001

- Monitored customer orders for accuracy
- Maintained perfect driving record while delivering approximately 100 pizzas per week
- Received customer payments and maintained accurate financial records

Bryan County Parks & Recreation
Camp Counselor (summer job)

Richmond Hill, GA
1997-1999

- Worked with other counselors to plan activities for children
- Implemented activities
- Supervised up to 15 children per session
- Communicated with parents about children's behavior and progress

SKILLS

MS Word
MS Excel

Lab equipment maintenance
Japanese (conversational)

Type 50 wpm
MS PowerPoint

HONORS AND ACTIVITIES

Dean's List six semesters; HOPE Scholarship; Science Association, Program Chair 2004 – present, Member, 2002 – present; Volunteer with Habitat for Humanity

AVAILABILITY

Spring Semester 2008