EXAMPLE: Created by the University at Albany Office of Career & Professional Development

Alan Turing

Albany, NY 12222 | 518.555.1222 | aturing@albany.edu

EDUCATION

University at Albany, State University of New York

Bachelor of Science Expected December 20xx

Major: Informatics, Minor: Business Administration GPA: 3.8

Recipient of Presidential Scholar Award 20xx-20xx

Related Coursework: Finite Automata Theory and Cryptography

Senior Project: Developed a mathematical model of computation that defines an abstract

machine

TECHNICAL SKILLS

Digital Forensics: AccessData FTK Imager, Guidance Software/OpenText Encase Forensic

Cybersecurity: Incident response, Intrusion detection and prevention

Object Oriented Programming: Java, C++

Operating Systems: Windows, UNIX, Mac OS, iOS, Android OS

Databases: Oracle, Microsoft Access

Web Content Management: Drupal, uConnect, HTML, Dreamweaver, CSS

Foreign Language: Fluent proficiency in Hindi, Intermediate proficiency in Korean

RELEVANT EXPERIENCE

EDS Corporation, Albany, NY

May – August 20xx

Software Developer Intern

- Participated in development of Windows-based financial software packages for local businesses
- Instituted training program for interns regarding the software development process
- Used C++ and Java in creating a website for the corporation
- Conducted regression testing on Unix-based software packages

Code and Cypher School, Bletchley Park, UK

May – August 20xx

Cryptography Intern

- Deciphered intercepted coded message from Nazi Germany shortening the war by 2 years
- Developed an electromechanical machine that can find settings for the Enigma Cipher machine
- Supervised 5 other cryptography interns in Hut 8

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University at Albany Computer Center

September 20xx – May 20xx

Student Assistant Consultant

- Supported more than 300 student users of the residence hall LAN
- Analyzed and serviced hardware, software, and networking issues
- Designed web pages for university administrative and academic sites using Dreamweaver and HTML

PROJECT EXPERIENCE

Android Application Development, Albany, NY

Fall 20xx

- Utilized AES256, JavaScript, DHKey to develop an Android app to manage passwords and autofill to any website
- Created a secure function to prevent password hacking

Battleship Game Development, Albany, NY

Spring 20xx

- Led a group of four students and implemented a game algorithm for a complex online battleship game
- Figured out as a team how the client and server devices connected to each other

LEADERSHIP EXPERIENCE

UAlbany Pride Alliance

May 20xx – Present

Social Media Chair

- Use Hootsuite to manage club posts on Twitter and Instagram.
- Increased followers on Twitter by 50%
- Manage all posts on club's social media to promote events and to engage membership
- Attend weekly executive board meetings and provide new ideas for future events and symposiums

PROFESSIONAL WORK EXPERIENCE

Old Navy, Guilderland, NY

May 20xx – Present

Sales Associate

- Excel in customer service, assisting in search for appropriate sizes
- Execute accurate financial transactions involving, cash, credit, and checks
- Train new sales associates in store procedures and philosophy of customer service

