Gus Gorilla

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OBJECTIVE

A research, data analysis, and planning position with the U.S. Government

EDUCATION

Bachelor of Science - May 2012
Pittsburg State University, Pittsburg, KS
Major: Justice Studies
Minor: Computing
GPA: 3.6

RELEVANT SKILLS

Leadership

Assistant Manager of Casa Bonita for a year and a half
Developed administrative specialist position while working for State Police
Served as Zeta Tau Alpha Sorority Recruitment and Social Chair
Elected Cheerleading Captain three times during four years
Group Research Leader for 40 page term paper - "White Collar Crime"

Responsibility

Handled highly confidential police department information, material, and files daily
Aided in the implementation of on-line banking system at Casa Bonita
Managed $200,000 budget for drive-in restaurant for two years

Organization

Revised the State Police Department's ticket system for investigators' reports
Planned and scheduled sorority events, managed budgets, and developed themes
Coordinated sorority recruitment work schedule and assigned duties to members

Data Analysis

Programmed in Pascal, COBOL, and C++
Analyzed State Police data on apprehensions and wrote reports

SKILLS

Microsoft Word, Windows Vista, Publisher, Excel, and PowerPoint

HONORS

PSU-Student Employee of the Year
Civil Service Blue Beret Award

ASSOCIATIONS

Business Software Alliance
Systems.org

ADDITIONAL INFORMATION

Willing to relocate and/or travel in connection with position