

# Caitlin Jenson

123 Bison Ln • Fargo, ND 58105 • (701) 555-5555 • caitlin.jenson@email.com  
LinkedIn URL • MyOnlinePortfolio.com

## OBJECTIVE

---

To obtain the position of Science, Technology, and Weapons Analyst with the CIA.

## EDUCATION

---

**North Dakota State University (NDSU)- Fargo, ND**

*Master of Science degree in Physics*

Anticipated Graduation May 20XX

*Bachelor of Science degree in Physics*

Graduated May 20XX

GPA: 3.87/4.0

## EXPERIENCE

---

United Launch Alliance (ULA)- Denver, CO

May 20XX- August 20XX

*Physics Intern*

- Demonstrated analytical skills by interpreting test results from flight hardware
- Exhibited attention to detail while performing quality assurance and system safety tests
- Developed strong communication skills by relaying analytical information to colleagues across interdisciplinary departments

NDSU ACE Tutoring Center- Fargo, ND

August 20XX- May 20XX

*Physics Tutor*

- Effectively assisted undergraduate students with understanding course materials by altering communication to verbally educate on concepts
- Utilized strong understanding of physics materials to assist and teach fellow students on the fundamentals of physics for first, second, and third year students

## LEADERSHIP AND INVOLVEMENT

---

Grad Phi- NDSU

August 20XX- Present

*Social Chair*

- Facilitate on campus presentations by scheduling guest speakers and networking opportunities
- Attend and participate in academic and social events geared towards Physics students, gaining professional development and industry knowledge

Women's Nordic Ski Club- NDSU

August 20XX- Present

*President*

- Plan and organize meetings and group ski trips for a club of 16 members
- Maintain communication with club members and conduct outreach to recruit members

Orientation Programs- NDSU

August 20XX

*Welcome Week Leader*

- Welcomed in first-year students to campus and helped them transition to college life