

SERVICE LEARNING SAMPLE STUDENT

1839 Zou Road • Columbia, Missouri 65201 • (555) 555-5555
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EDUCATION

Bachelor of Arts in Communication
University of Missouri

May 20__
Columbia, Missouri

SERVICE LEARNING EXPERIENCE

Volunteer Tutor
Little Cats Preschool

Columbia, Missouri
September 20__ – May 20__

- Implemented early childhood curriculum to individually tutor preschool student for 5 hours weekly, fostering language, literacy, and social skills
- Built relationships with partner child, child's parents, preschool teachers, and fellow team members to provide support and feedback regarding progress and successes
- Reflected on the impact of experience through written assignments and discussion during Service Learning coursework

WORK EXPERIENCE

Sales Associate
Cardinals Store

St. Louis, Missouri
May 20__ – August 20__

- Provided consistent positive service by aiding customers with product information, merchandise location, and other questions, and was recognized as Salesperson of the Month three different times
- Served as enthusiastic team member, from covering extra shifts to learning new products and departments to provide help where needed
- Handled cash, credit card, and merchandise return transactions accurately

LEADERSHIP EXPERIENCE

Planning Chair
Mizzou Student Council

Columbia, Missouri
August 20__ – May 20__

- Managed 4-person committee who met weekly to schedule, plan and execute organization events centered around fundraisers and member social activities
- Generated successful, well-attended events for Mizzou students and families such as a carnival, chili dinner, a Secret Santa fundraiser, and an alumni panel
- Administered and carefully tracked allocation of \$2,000 event budget

VOLUNTEER EXPERIENCE

Volunteer Driver
STRIPES

Columbia, Missouri
January 20__ – May 20__

- Provided safe and prompt rides home to Mizzou students in an effort to prevent drunk driving
- Met bi-weekly and communicated with other volunteers to ensure the goals of the organization were being upheld

UNDERGRAD REASEARCH SAMPLE STUDENT

1839 Zou Road • Columbia, Missouri 65201 • (555) 555-5555
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EDUCATION

Bachelor of Science in Mechanical Engineering

Minor: Aerospace Engineering

University of Missouri

May 20__

Cumulative GPA: 3.7/4.0

Columbia, Missouri

RESEARCH EXPERIENCE

Undergraduate Research Assistant

Dr. Emmett Brown Research Group, University of Missouri

Columbia, Missouri

January 20__ - present

- Focused on experimental 2D material synthesis and applications of chemical vapor deposition of carbons such as graphene
- Worked with an L-edit lithography mask design software tool
- Constructed a photolithography system which involved drafting and modifying designs of parts in SolidWorks, then machining parts in Mizzou's machine shop
- Collaborated with 6-person lab team to coordinate project goals, generate ideas, delegate responsibilities, and analyze data
- Presented "A Novel Approach to Graphene Deposition" as a poster at the 2021 Spring Undergraduate Research and Creative Achievements Forum, University of Missouri, 22 April 2021

PROFESSIONAL EXPERIENCE

Hardware and Software Implementation Intern

The Drone Company

Columbia, Missouri

May 20__ – September 20__

- Implemented digital ultrasonic, temperature and pressure sensors on experimental autonomous drone designed to track wildlife movements
- Installed accelerometers, adjusted gyros, and utilized necessary algorithms to launch, control and land autonomously
- Diagnosed issues with drone hardware and software development during trials, and presented findings to 8-person engineering staff
- Developed Linear Quadratic Regulator and PID systems for drone simulation and control

Resident Advisor

Residential Life Department, University of Missouri

Columbia, Missouri

August 20__ – May 20__

- Advised and supervised 90 peers in residence hall on issues such as college transition, study habits, programming, and discipline in both individual and group settings
- Motivated residents positively by providing informative programming, referring students to helpful campus resources, and meeting one on one to determine individual needs of each student
- Created and enhanced residential community programs with team of 14 staff members
- Increased sense of belonging and campus resource knowledge of residents by 20% from last academic year based on annual University of Missouri Student Life survey

INVOLVEMENT

Member

Mizzou Students' Underwater Robotics Foundation (SURF)

Columbia, Missouri

August 20__ – Present

- Worked with 7 team members to design an underwater Autonomous RoboSub in accordance with competition requirements
- Executed the design of a chassis system and motor configurations
- Utilized Solidworks to design and 3D print motor mounts and other components for the RoboSub
- Analyzed simulations to evaluate stress, buoyancy and other design factors

TECHNICAL SKILLS

- Linux, C++, Matlab, Simulink, Mathematica, VBA, Bluebeam, AutoCAD, REVIT, EPANET, Java, Python, Flash

STUDY ABROAD SAMPLE STUDENT

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SUMMARY

- Enhanced Spanish language proficiency, cross-cultural communication skills, and social adaptability through study abroad experience
- Two years of progressive customer service experience assisting diverse populations
- Proficient in marketing and advertising media including print and web design

EDUCATION

Bachelor of Arts in Communication
University of Missouri

May 20__
Columbia, Missouri

Study Abroad
Universidad de Alicante

January 20__-March 20__
Alicante, Spain

EXPERIENCE

Marketing Intern
Fusionarte Comunicación

Alicante, Spain
January 20__ – May 20__

- Created weekly newsletter and social media posts targeted to energy and utility companies to advertise services in consulting and professional evaluations
- Collaborated with team of 6 to execute marketing strategies, including website construction, focus group analysis, and brand communication
- Maintained extensive database with high level of accuracy to track contacts, target companies, and record advertising methods so staff can easily manage logistics and outreach
- Interacted confidently with marketing team and corporate clients using both Spanish and English languages

Floor Associate
Target

Columbia, Missouri
May 20__-November 20__

- Succeeded in sales and provided outstanding customer service
- Contributed to distribution and sales of products and services to the customer
- Secured reputation as a hard worker and maintained strong work ethic
- Assisted in loss prevention by reporting crucial information to management

INVOLVEMENT

Program Chair
Intercollegiate Communication Organization of Mizzou (iCOM)

Columbia, Missouri
May 20__ – Present

- Managed 4-person committee who met weekly to schedule, plan and execute organization events centered around speakers, fundraisers, and member social activities
- Generated successful, well-attended professional development workshops for members on topics such as effective networking, preparing for an internship search, and an alumni speaker series
- Administered and carefully tracked allocation of \$5,000 event budget

Club Secretary
University of Missouri Fencing Club

Columbia, Missouri
August 20__ – Present

- Attended all biweekly meetings and engaged in matches 3-4 times per month against Mizzou students and other schools
- Established and published club magazines and club literature
- Kept record of committee reports, member information and minutes of all club meetings

HONORS COLLEGE SAMPLE STUDENT

(573) 555-1999 • samplestudent@mail.missouri.edu • www.linkedin.com/in/profile/mizzoustudent

SUMMARY OF QUALIFICATIONS

Driven emerging leader with excellent preparatory research, clinical, and volunteer experience. Communicative and personable with a determination to use skills in the areas of patient care, ethics, and problem-solving in order to better the lives of others. Highly adept research and observational methods comprise an advanced preparedness to pursue a thriving and dynamic career in the psychology field. Prepared to take on challenges after completing advanced classes, additional exercises and seminar attendance through the Honors College.

EDUCATION

Bachelor of Science in Biological Sciences

Minor: Psychology

University of Missouri, Columbia, Missouri

Member of Honors College

May 20__

Cumulative GPA: 3.7/4.0

August 20__ - Present

RESEARCH EXPERIENCE

Student Research Assistant, *Dr. Elle Smith, University of Missouri*, Columbia, Missouri August 20__-Present

- Conducted research with a senior faculty member on the psychological, environmental, and social factors that contribute to teacher burnout (anticipating publication upon completion)
- Recruited 55 participants for the study and collected data on participating subjects by administering a 20-question online survey
- Ran statistical tests on data and analyzed results in order to draw appropriate conclusions

WORK EXPERIENCE

Youth Specialist, *Youth Connection*, Columbia, Missouri May 20__ - Present

- Administered individual intake assessments for at-risk youth admitted into program to obtain information about background, interests, goals, and personality
- Directed recreational activities for groups of 10-12 children, ages 8-15, to enhance teamwork skills and confidence in participants
- Planned, implemented, and supervised monthly educational field trips to local and regional locations
- Participated in more than 50 hours of training in mentorship, counseling, and child development

Student Clerical Assistant, *Ellis Library, University of Missouri*, Columbia, Missouri August 20__ - May 20__

- Marked books and placed date due slips and bar codes into books to ensure accurate reporting
- Referenced accession numbers for bar codes and performed minor book repairs
- Discharged books into the MERLIN library system
- Packed books in an organized fashion to be shipped to the Bindery

VOLUNTEER EXPERIENCE

Driver, *STRIPES*, Columbia, Missouri January 20__ – May 20__

- Provided safe and prompt rides home to university students in an effort to prevent drunk driving
- Met bi-weekly and communicated with other volunteers to ensure the goals of the organization were being upheld

Participant, *Mizzou Alternative Spring Break*, Congaree National Park, South Carolina March 20__

- Built bridges in Congaree National Park in order to better the environment and help civilians
- Fundraised by posting flyers and contacting individuals in order to raise money for the organization