

Résumé Sample 2

FIRST NAME LAST NAME

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OBJECTIVE:

Seeking fulltime position in environmental health and safety field utilizing analytical, organizational, and communication skills in addition to OSHA Certification

EDUCATION:

University of Connecticut, Storrs, CT

Bachelor of Science, Environmental Science, May 20xx

Concentration: Sustainable Systems

RELEVANT COURSES:

Environmental Toxicology; Sustainable Urban Ecosystems; Environmental & Resource Policy; Energy, Environment & Society; Environmental Planning & Landscape Design

SKILLS & CERTIFICATIONS:

Computer: Microsoft Excel, PowerPoint, Word

Certifications: Completion of 40 hour OSHA; CPR & First Aid-American Red Cross, Expires 20xx

ACADEMIC PROJECT:

Natural Resources Management and Planning, UConn, Storrs, CT

Senior Capstone: Health and Safety of Females in Hazardous Trades, October 20xx-December 20xx

- Wrote technical report addressing the increased likelihood of female exposure to hazardous materials due to inadequate physical protection, unsanitary facilities, and stressful work environments
- Presented findings and proposal for increased worker safety to group of 30 peers and professors

EXPERIENCE:

General Electric Global Research Center, Niskayuna, NY

Environmental Health and Safety (EHS) Co-op, January 20xx-June 20xx

- Improved management and efficiency of hazardous waste removal by supporting EHS staff
- Utilized digital systems to analyze water quality and recommend water reuse strategies
- Chronicled water usage, organized data, and developed detailed reports for management that outlined a 15% savings measure through more efficient recycling and waste removal processes

VOLUNTEER & ACTIVITIES:

EcoHouse, UConn, Storrs, CT

Member, September 20xx-Present

- Collaborated with living learning community members by growing vegetables at local Spring Valley Farm, supporting sustainable community living and modeling a closed-loop food model
- Served on a five-person committee to organize and implement the annual 'Give and Go Move Out Campaign,' a program that collects, sorts and distributes end of semester donations to over 20 local charities

Worldwide Opportunities on Organic Farms (WWOOF), Russell's Garden Center, Wayland, MA

Volunteer & Farmer, June 20xx-August 20xx

- Regulated farm production and inventoried supplies for weekly sales
- Surveyed soil conditions to make recommendations to owners for next season's crop cycling
- Advised customers on produce and shared recipes to encourage healthy living and to promote sales

Environmental Conservation Appalachia Alternative Break, Various Locations, VA

Volunteer, March 20xx

- Constructed and repaired areas along the Appalachian Trail while partnering with community members