

EDUCATION

University of Pennsylvania, May 20xx

Candidate for Masters of City Planning, School of Design | Current GPA: 3.9

Concentration: Land Use-Environmental Planning

Relevant Coursework: Studio: The Equitable and Sustainable Boom Town, Teaching Assistant
Infrastructure Finance & Quantitative Methods
Land Use and Environmental Planning**Undergraduate Uni, May 20xx, Magna cum Laude**

Bachelor of Arts, Growth and Structure of Cities | GPA: 3.9

Relevant Coursework: Senior Thesis

PROFESSIONAL EXPERIENCE

John Doyle Real Estate Advisors | Philadelphia, Pennsylvania

Graduate Intern | January 20xx – present

- Real estate research including pricing and competitive set research for appraisal reports
- General market analysis, report assembly and distribution, and spreadsheet modeling

Pennsylvania Environmental Council | Philadelphia, Pennsylvania

Graduate Fellow | August 20xx – present

- Manage subcontractors contributing to the development of the East Coast Greenway
- Create original communication materials, and manage outreach through social media outlets
- Assist in grant-writing

Parsons Brinckerhoff | New York, New York

Planning Intern | June 20xx – August 20xx

- Senior Research Analyst for the Metropolitan Transportation Authority Transportation Reinvention Commission
 - Produced a large body of research to support recommendations
 - Primary author for significant sections of the final report to be submitted to the MTA
- Experience with research and authorship of a bicycle lane study for the Verrazano Narrows Bridge
- Collaboration on map creation for New York Rising Community Reconstruction Program

Philadelphia Global Water Initiative | Philadelphia, Pennsylvania

Social Media Manager | August 20xx – August 20xx

- Coordinate all social media outlets through common imaging, messaging and content

IBM | New York, New York

Smarter Cities Intern | July – September 20xx

- Developed new internal newsletter “Smarter Cities Social Media Conversations”
- Conducted division-wide imaging refresh, coordinated with segment area leaders on specific imaging needs and acquired graphic assets under budget

IBM | New York, New York

Smarter Cities Intern | June – August 20xx

- Designed marketing program targeting mayors of US cities offering IBM Smarter Cities solutions for security, telecommunications and water utilities

SCHOLARSHIPS AND AWARDS

Women’s Transportation Seminar, Carmen E. Turner Graduate Scholarship

American Planning Association, Francis Pitkin Scholarship

American Planning Association, Leslie & Greta Spaulding Education Scholarship

Planning Department Merit Scholarship, 20xx-20xx

Beinecke Scholarship; National Finalist & Bryn Mawr College Representative

125th Anniversary Bryn Mawr College Grant; 20xx-20xx**SKILLS**

Computer: R, ArcGIS, ESRI Business Analyst, Adobe Creative Suite, Microsoft Office, Lotus Notes, MacOS, Social Media**Other:** Significant research, analytical, writing, and presentation skills; Strong communication and client contact skills; Ability to interpret census data using statistical models; Infrastructure finance and planning law knowledge; Real estate and market analysis.**PROFESSIONAL AFFILIATIONS**

Member: *American Planning Association; Women’s Transportation Seminar*