

SCIENCES, TECHNOLOGY, MATHEMATICS, RESEARCH Resume Examples

This packet includes sample resumes for the **SCIENCES, TECHNOLOGY, MATHEMATICS, RESEARCH** Career Community. These are examples of good practices in resume writing, demonstrating that you have choices you can make with formatting and style. We intentionally did not provide an example for every major or job type.



June B Simmons

234 Apple Street | Exton, PA | 555-666-7877 | jbsimmons@gmail.com

Education

West Chester University of Pennsylvania, West Chester, PA

Bachelor of Science in Computer Science | December 2016

Certificate: Computer Security Certificate

- GPA: 3.8

Skills Summary

- Experienced in ISP and help desk support
- Knowledge of UNIX operating system Solaris, Linux, DNS, DHCP and security protocols
- Excellent communication skills with an ability to solve problems quickly and efficiently

Internship Experience

Information Security Intern | May 2016 – August 2016

Corporate Information Services Penn Medicine | Philadelphia, PA

- Resolved security issues reported by end user and rectified an issues or complaints
- Collaborate with a team of security engineers across a larger and complex health system
- Maintain adherence to all HIPAA privacy standards
- Perform vulnerability assessments and generate reports to access risks of devices on the network

Related Experience

Student Technology Assistant | September 2015 – present

College of Education Technology Center, WCU | West Chester, PA

- Maintain a wide range of technology including iPads, Smartboards, cameras, and printers
- Assisted others in using technology and troubleshooting technology problems; developed teaching materials
- Monitored computer labs and technology check out system

Mentor | January 2016 – Present

Women in Aerospace and Technology | West Chester, PA

- Introduce middle and high school students to technology and coding
- Encourage young females to engage in STEM fields through engaging workshop on various topics

Additional Work History

Freelance Web Development | January 2015 – present

- Designed and developed 12 websites for companies ranging from pet care to retail

Specialist: Geography & Geographical Information Systems

Talented new professional with leading-edge degree and hands-on experience with technology, data management, and data analysis. Working knowledge of specialized GIS concepts. Proven ability to collaborate as team member, lead diverse groups, and advance mission through individual contributions. Speaks basic Spanish.

Education

Bachelor of Arts, Geography: Geographic Information Systems
West Chester University, West Chester, PA

December 2016

Relevant Course Work

Introduction to Maps and Remote Sensing, Population Geography, Geographical Analysis, Intro to Geographic Information Systems, Computer Cartography, Geographic Information Systems Application, Urban Geography

Technologies

Geographical Information Systems (GIS) Technologies: ArcInfo (ArcGIS, ArcMap, ArcView) ESRI, GeoMedia, MapInfo, Microsoft Office, Adobe Creative Suite

Professional and Work Experience

Intern Geosyntec Consultants, Blue Bell, PA

January - May 2016

- Prepared maps and figures with ArcMap
- Managed Geodatabase
- Georeferenced legacy figures and maps
- Created tables for figures using Microsoft Excel
- Provided data analysis and management

Belayer/Instructor Philadelphia Rock Gyms, Oaks, PA

January 2014 - Present

- Assist customers with indoor climbing experience in over 7,000 square feet facility
- Provide one on one instruction and belaying assistance to rock climbing customers
- Follow strict safety guidelines for the wellbeing of customers and staff
- Manage group events such as birthday parties and corporate events
- Ensure customer satisfaction and excellent climbing experience for all climbing abilities

Interests and Activities

Member Geography Club, West Chester University

Spring 2013 - Present

- Participate in club activities such as hikes, camping trips, field trips, and lectures

Self-taught guitarist, Avid mountain climber, Intramural soccer, and Ultimate Frisbee

EDUCATION

West Chester University of Pennsylvania, West Chester, PA
Bachelor of Science: Mathematics, Actuarial Science concentration, May 2017
Cumulative GPA – 3.71

ACTUARIAL EXAMS

Exam P/Probability Exam Fall 2015
Sitting for FM/2, Financial Mathematics Fall 2016

RELEVANT WORK EXPERIENCE

Lincoln Financial Group, Philadelphia, PA
Actuarial Development Program Intern, June 2015 – August 2015

- Provided assignments and completed projects in financial reporting, ratemaking, reinsurance, research, reserving, and underwriting.
- Performed actuarial tasks of a mathematical nature
- Compiled and categorized data
- Documented and verified the factors used in computations
- Prepared rate filings, schedules of statistics, and financial statements
- Assisted in the determination of premiums, benefits, and pricing levels
- Gained knowledge about company operations, systems, and actuarial methodologies

LEADERSHIP/ACTIVITIES

Actuary Society of West Chester University
President, September 2015 – present; Member, August 2014 – present

- Work with Executive team to create club strategic plan and allocate finances for a balanced budget
- Assist with the organization monthly guest speakers, featuring professionals from regional companies in the insurance and actuarial field

Office of Admissions, West Chester University
Admissions Ambassador, April 2014 – December 2015

- Led tours for prospective students, families, and guests to encourage attendance at WCU
- Worked in teams of 5 to 20 students to help with four special outreach events, for Accepted and Admitted students and their families

SKILLS

MS Excel Skills: Completed projects utilizing pivot tables and graph analysis in multiple class assignments
HTML: Created website using HTML code for class project

WORK EXPERIENCE

Oak Park Community Recreation Center, Springfield, PA
Lifeguard and Swim Instructor, Summers 2013 – 2016

Montgomery Day Camp, Glenside, PA
Swim Instructor/Lifeguard, July 2011 – August 2014

Frank J. Buzza

Permanent Address

61 Chemical lane
Showdown, PA 19788

fb123456@wcupa.edu | (550) 555-1234

Current Address

292 Harmony Drive
Wilmington, DE 19722

SUMMARY

Dedicated, self-motivated employee with an acute attention to detail and analytical mindset looking to apply education and experience in the fields of biology and chemistry.

RELATED WORK EXPERIENCE

Scientist I - **Scientific Diagnostics Incorporated**, Wilmington, DE

May 2015 – present

- Assist with product design transfer with various departments.
- Communicate results both verbally and in writing with peers and supervisors.
- Antibody purification via affinity chromatography.
- Develop and validate quantitative assays for compounds extracted from biological matrices.
- Prepare media and reagents for laboratory use. Maintain reagent and supply inventory. Materials ordering and receipt.
- Collect, calculate, and analyze data for biological sample analysis.
- Review lot record data for internal consistency and ensure the proper maintenance of operation records.
- Write and revise company SOPs in accordance with GMP regulations. Maintain accurate and current documentation.

RESEARCH EXPERIENCE

Microbial Genetics Research, Dr. Xin Fan - West Chester University

January – May 2014

- Worked on the transfer of LacZ operon from *E. coli* into *H. influenzae* by using various DNA tests and techniques.

EDUCATION

West Chester University, West Chester, PA

May 2015

B.S. in Biology, Minor: Chemistry

- GPA 3.37
- Course Highlights: Immunology, Microbial Genetics, Analytical Chemistry, Histology

LABORATORY TECHNIQUES & SKILLS

- Chromatography, cGMP (good manufacturing practices), writing and revising SOPS
- Aseptic techniques, ELISA, radial immuno-diffraction, delipidations, diafiltration, HPLC, protein purification
- Spectroscopy, distillation, filtration, microbiology techniques
- Recombination, cloning, dissections, light microscopy, homogenizations, cell fractionization, plating and culturing
- PCR, Western Blotting, gel electrophoresis, transformation, and titration
- Analytical Skills, Detail oriented, Microsoft Office (Word, Excel, PowerPoint, Outlook)

ACTIVITIES AND HONORS

Member of National Scholar Honor Society

Pi Kappa, National Greek Fraternity

- P.U.S.H. America Leader (Philanthropy Director)

EMPLOYMENT

Waiter - Longhorn Steakhouse, Exton, PA

September 2013 – Present

- Excellent communication skills
- Proficient problem solver

PATRICK SMITH

ps123456@wcupa.edu - 610.555.5555
987 Ram Way Philadelphia, PA 19146

EDUCATION

West Chester University of Pennsylvania
Bachelor of Science in Pharmaceutical Product Development

West Chester, PA
May 2017

- GPA 3.67; Dean's List (6 semesters)

Relevant Coursework

- Genetics, Recombinant DNA, Biomedical Ethics, Pharmacology, Cell Physiology, Human Physiology, Drug Design I & II

RELATED EXPERIENCE

GlaxoSmithKline
Summer Talent Identification Program

Collegeville, PA
May 2016-August 2016

- Gained exposure to various departments including Biopharmaceutical Technologies, Quality Assurance, and Production
- Assisted with purification operations such as chromatography or ultrafiltration
- Researched biopharmaceutical processes and prepared reports
- Reviewed client information and entered data for increased production and satisfaction

WCU Summer Undergraduate Research Institute
Research Fellow

West Chester University
May 2015-June 2016

- Selected from a highly competitive pool of applicants to complete research on cancer epidemiology and genetics

INVOLVEMENTS AND PROFESSIONAL DEVELOPMENT

Pharmaceutical Product Development Club
Secretary

West Chester University
August 2014-Present

- Write and send weekly emails to inform members of upcoming events
- Record meeting minutes and share information with members and advisor

Member

January 2013-Present

- Attend weekly meetings to discuss current trends in the pharmaceutical industry
- Coordinate and participate in monthly visits to pharmaceutical organizations
- Organize guest speakers to share career advice and information

Life Sciences Future, PABio
Attendee

Philadelphia, PA
October 2015

- Attended regional conference for life sciences community of the mid-Atlantic region

Colleges Against Cancer
Member

West Chester University
September 2014-Present

- Participate in weekly meetings to engage in discussions around cancer advocacy
- Plan and attend an annual Relay For Life event on campus

ADDITIONAL EXPERIENCE

Weis Markets
Cashier

West Chester, PA
June 2013-May 2016

- Provided excellent service in a fast-paced environment to ensure customer satisfaction
- Trained new employees on register and product placement

SKILLS

- Proficiency with SAS, FrontPage, ACT, and Microsoft Office
- Intermediate proficiency with Spanish language

Jin Chan

123 Walnut Street
West Chester, PA 19382
(610)555-4321 / jchan@email.com

Education

Master of Applied Statistics GPA: 3.37/4.00, 2016
West Chester University – West Chester, PA

Bachelor of Statistics GPA: 3.00/4.00, 2013
Beijing Technology and Business University – Beijing, P.R.China
Minor: Business Administration GPA: 3.20/4.00

Related Coursework

Intermediate Linear Models	Principles of Experimental Analysis
Introduction to Categorical Data Analysis	Modern Experimental Design

Skills

SAS(Base Certified)	Microsoft Office
SQL SPSS	Mandarin Cantonese

Experience

Marketing Analytics June 2015 to August 2015
Swift Capital – Wilmington, DE

Summer Intern

- Lead the efforts related to data collection, extraction and processing of customer acquisition data
- Assisted in the development, maintenance and execution of all marketing campaigns
- Designed and develop highly scalable database structures in support of business process automation
- Gathered and documented requirements from the analytics team to store all the fields and variables required for analysis and modeling purposes
- Performed analysis on all aspects from the campaign management cycle; including direct mail targeting, response modeling, campaign execution, and back-end analysis
- Developed and generated analytical reports to track the results of marketing initiatives and campaigns

Flight Coordinator/Ground Handler, February 2013 to August 2013
Fastransit Aviation Service Limited – Beijing, P.R.China

Intern

- Communicated with foreign charter company via phone and email for business cooperation
- Kept and fulfilled advanced schedule for each flight operation
- Solved unexpected and emergent events
- Cooperated with ramp service departments to insure smooth flight operation
- Maintained good relation with relative government and airport authority
- Worked as a team member and an individual

Projects

A Multivariate Analysis of Airline Delays in Philadelphia, January 2016
Multiple Regression Project on Quality Control, April 2014
Simulated resource management of manufacturing factory; overall highest profit among 12 groups, October 2012

Activity

Judge of 2015 ASA Poster Competition Pennsylvania Chapter
Volunteer at Willimantic Food Co-op
Volunteered in Beijing Paralympic Games as team leader and awarded as excellent volunteer