

Suzanne Transopho

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Education

- Towson University**, Towson, MD May 20xx
Bachelor of Science in Biology, Minor in Chemistry
• GPA: 3.2
- Harford Community College**, Bel Air, MD December 20xx
Associate of Science in Biology
• GPA: 3.8

Experience

- Sales Clerk**, Staples Office Supply - Towson, MD September 20xx - present
• Employee of the Month four times in a year and half for outstanding customer service
• Chosen after 3 months to be head trainer of new sales clerks, trained 15 new employees
- Server and Hostess** - Savage River Lodge - Frostburg, MD Summer 20xx
• Promoted to hostess after 3 weeks based on exemplary interpersonal skills
• Mastered ReservationsPro[®] software to increase efficiency and customer service
- Volunteer** - Allegheny Summer Education Program - Grantsville, MD Summers 20xx - 20xx
• Taught basic math skills to underperforming 5th and 6th graders
• Organized work schedules of all volunteers in my second year

Skills and Languages

Computer: Proficient in Microsoft Excel, PowerPoint, and Word
Languages: Conversational Spanish

Leadership

- Elected Captain** - Towson University Traveling Ultimate Frisbee Team Sep 20xx – May 20xx
• Developed team cohesion and led the team to State Finals in 20xx

Activities and Interests

- Associate Member** - Tri-Beta National Biological Honor Society December 20xx – present
Upsilon Eta Chapter of Towson University
- Secretary** - Towson University Women in Science Club February 20xx – present
- Choir** - Garrison Keillor Lutheran Church, Perry Hall, MD May 20xx – present

Weldon Robert (“Bob”) McNutt

Baltimore, MD

310-555-0987 – piscivore@gmail.com

QUALIFICATIONS SUMMARY

- Experience and demonstrated comfort handling animals of various types
- 10 years of experience with motorized watercraft
- Lifelong fisherman; can identify most species of game fish in Maryland
- Coursework in Fish Biology
- Deeply concerned about the conservation of the Chesapeake Bay
- Physically fit; able to lift over 50 pounds
- Possess a valid MD state driver’s license

EDUCATION

Bachelor of Science in Biology

May 20xx

Concentration: Organismal Biology and Ecology

- Current overall GPA: **3.4**
- GPA in science and math coursework: **3.5**
- Have achieved a GPA > 3.2 every semester while working and/or volunteering 25 hours per week

RELEVANT COURSEWORK

- Introduction to Ecology/Evolution
- Animal Physiology
- General Zoology
- Biostatistics

RELEVANT EXPERIENCE

Aquarium Manager, PetSmart, Perry Hall, MD

January 20xx-Present

- Oversee water quality and animal health in >100 aquaria
- Have successfully prevented disease spread on three occasions

Weekend Volunteer, National Aquarium in Baltimore

December 20xx-Present

- Assist Head Aquarist in monitoring water quality
- Give demonstrations on shark biology to general public

OTHER SKILLS

- Proficient with Microsoft Word, Excel, PowerPoint
- Competent with WebDesign 5.0 website design software
- Basic statistical analysis using Minitab
- Able to make small engine repairs

ADDITIONAL EXPERIENCE

Sales Associate, Sports Authority, Towson, MD

August 20xx-May 20xx

Golf Caddy, Baltimore County Country Club, Baltimore, MD

September 20xx-June 20xx

Kristin Plasmid

Timonium MD • KP1122@mac.com • 307-555-3421

Education

Towson University, Towson MD

Bachelor of Science, Biology with a concentration in Cellular and Molecular Biology

Degree expected June 20xx

- Related Coursework: Introductory Cell Biology and Genetics, General Chemistry I and II, Genetics, Calculus I, General Microbiology, Human Anatomy I

Relevant Experience

Research Trainee, Laboratory of Dr. Matthew Hemm, Towson University, January 20xx to present

- Assisting on a project investigating genetic diversity in bacteria; responsible for initial species isolation and preparation for DNA barcoding

Technical Skills and Experience

- Experimental design
- Light microscopy
- Biochemical characterization of cells
- DNA extraction
- Genetic transformation
- Differential staining

Other Skills and Accomplishments

Organization/Problem-solving

- As volunteer at an animal shelter, re-organized first aid supplies and medical equipment in triage room to treat injured animals more quickly and effectively

Teamwork

- Helped renovate three houses as part of Baltimore Habitat for Humanity

Interpersonal

- Promoted from sales to Lead Customer Service Representative at a large electronics retailer after just 3 months, based on manager's observations of interactions with customers

Leadership

- As Vice-President of Towson University Minority Science and Technology Club, led teams of club members into local elementary schools to do demonstrations and promote science

Written communication

- Have consistently received high marks and comments on quality of writing on lab reports from professors

Erik C. Aimigdala

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Asbury Park, NJ 732.502.5718

Objective: To obtain a position in a research laboratory and be part of a team making a contribution to the improvement of human health and welfare.

Education

Towson University, Towson, MD

Bachelor of Science with Departmental Honors, January 20xx

Major: Biology with concentration on the Functional Biology of Animals Minor: Chemistry

Overall GPA: 3.2 GPA in final two years: 3.7

Relevant Experience

Research – Summer Multicultural Access to Research Program – University of Colorado

- Summer of 20xx – Supervisor: Dr. Francesco Pituiterre
- Investigated how gonadotropin-releasing hormone (GnRH) affects reproductive development with focus on role of neuropeptide, galanin, in mouse GnRH system

Research –Neurobiology Laboratory - Towson University

- Fall 20xx and Spring 20xx - Supervisor: Dr. Jack Shepard
- Investigated effects of elevated glucocorticoids in frontal cortex on behavior in rat model of anxiety

Internship – Pathology Lab - St. Joseph’s Medical Center – Towson, MD

- Summer of 20xx – Supervisor: Dr. Robert Nekrowsus
- Responsible for logging in tissue samples and initial preparation for microscopic analysis

Laboratory Skills

Immunocytochemistry

Enzyme-linked immunosorbent assay (ELISA)

Fluorescent microscopy

Stereotaxic surgery including post-op care

Microdissection

Behavioral assays

Other Skills and Languages

Proficient with Microsoft Word, Excel

Preparation of first drafts of Methods and Materials section for scientific papers

Fluent in Farsi

Publications

Shepard, J., I.M. Spamalot, and E.C. Aimigdala. 20xx. Behavioral effects of elevated corticosterone in sub-regions of the medial prefrontal cortex. *Psychopharmacology* 34: 111-114.

Leadership and Activities

President, **Beta Beta Beta Biological Honor Society - Upsilon Eta Chapter, 20xx-20xx**

Member, **Towson University Rock Climbing Club, 20xx-20xx**

Volunteer, **Springsteen Homeless Shelter, Asbury Park, NH, May-August 20xx**