

Your Name

yourname@reinhardt.edu | 770-831-2392 | [YourLinkedInURL](#)

EDUCATION

Reinhardt University

Bachelor of Science in Nursing

Dean's List, All Semesters

Phi Kappa Phi Honor Society, Sigma Theta Tau International Society of Nursing, Golden Key Honor Society

Jasper, GA

May 20XX

GPA: 3.61

RU Clinical Nursing Study Abroad

International Nursing Practices Program

Tortola, British Virgin Islands

January 20XX

CLINICAL ROTATIONS

Northside Hospital

Medical/Surgical Adult II

Canton, GA

Month 20XX-Present

Sacred Heart Village & Francis X Norton Center

Community

Jasper, GA

Month 20XX-Present

Nemours

Pediatrics

Canton, GA

Month 20XX-Month 20XX

Christian Hospital

Maternity

Woodstock, GA

Month 20XX-Month 20XX

Veterans Administration Hospital

Medical Surgical Adult I

Atlanta, GA

Month 20XX-Month 20XX

Rockford Center

Psychiatric

Canton, GA

Month 20XX-Month 20XX

Forward Manor

Geriatrics

Canton, GA

Month 20XX-Month 20XX

RELATED EXPERIENCE

Good Samaritan Hospital

Rehabilitation Nursing Assistant

Atlanta, GA

September 20XX-Present

- Assist with total care of patients recovering from amputations, cerebral vascular accidents, hip and knee replacements, and spinal cord injuries on a forty-five-bed rehabilitation unit.
- Collaborate with members of an interdisciplinary clinical team to provide excellent care to patients.
- Performed patient transfers, cauterizations and wound care.

Providence Village

Nurse's Aide

Canton, GA

December 20XX- February 20XX

- Assisted senior citizens with activities of daily living, such as eating, taking medication, and dressing.

OTHER WORK EXPERIENCE

Reinhardt University, Athletics Department

Student Supervisor

Waleska, GA

September 20XX-Present

- Supervised group of student workers selling parking tickets at home collegiate football games.
- Collected and recorded profit via POS system.
- Maintained official score book at home collegiate basketball games.

ACTIVITIES

Kappa Alpha Theta Fraternity

Charter Member of Zeta Tau Chapter

Waleska, GA

September 20XX-Present

National Student Nurses' Association

Membership Chair

Jasper, GA

September 20XX-Presen

- Increase membership by 10% through the recruitment process
- Coordinate and lead community service projects for 120-member pledge class

Your Name

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EDUCATION

Reinhardt University, College of Health Sciences
Bachelor of Science in Exercise Science, Honors Degree

Waleska, GA
May 20XX

Concentration: Biomechanics and Motor Control

Minor: Dance

GPA: 3.43

Honors and Awards: Dean's List, General Honors Award, Merit Scholarship

SKILLS

Software: Microsoft Office skills (Word, Excel, PowerPoint), LabView, Cortex Motion

AnalysisLanguage: Conversant in Spanish

Certifications: Basic Lifesaving, CPR, AED & First Aid

RELATED EXPERIENCE

Reinhardt University, Department of Kinesiology and Applied Physiology

Jasper, GA

Undergraduate Researcher, Biomechanics Laboratory

June 20XX - Present

- Assist post-doctoral and assistant professor with laboratory tasks and protocol development of Total Hip Replacement Outcomes and Energy Expenditure pilot studies
- Conduct protocol development of strength, performance, and recruitment methods for future Total Hip Replacement Outcome study
- Performed data collections on subjects for Energy Expenditure Pilot by preparing VO2 system, gait analysis laboratory, and subject with reflective marker sets on specified body landmarks, as well as cleaned collected data for later analysis
- Contribute to continuous literature reviews and critical analysis of related studies

Reinhardt University, Dance Program

Waleska, GA

Teaching Assistant, DANC312: The Body and Motion

February 20XX - May 20XX

- Assisted in classroom lectures, grade papers, and work with students for an anatomy class focusing on functional anatomy of dance that teaches the Franklin Method of anatomical and dance imagery

Arts Bridge America

Atlanta, GA

Arts Bridge Scholar

February 20XX - May 20XX

- Worked as part of a national organization that studies arts integration in grade schools
- Developed a curriculum for third grade English Language Arts that integrates visual arts-centered approaches with language arts principles in order to increase students' engagement with the material and academic achievement
- Taught a class of 26 students at a local elementary school using original lesson plans and assess their comprehension of the concepts using self-developed criteria
- Presented work in an oral presentation at the RU Undergraduate Symposium in August 20XX

LEADERSHIP

Student Government Association

Waleska, GA

Governmental Affairs Committee Senator

September 20XX - Present

- Participate in a variety of activities to increase on-campus political engagement and open discussion with local and state elected officials
- Travel to Atlanta to discuss university and student concerns with representatives of Georgia State Government

Project CHANGE

Waleska, GA

Secretary

February 20XX - Present

- Attend all meetings and record accurate notes and attendance, as well as coordinate all club correspondence (meeting summaries, thank you/congratulatory notes, responses to external requests for information)
- Participate in various community service programs, including Habitat for Humanity and Meals on Wheels

Woodstock Repertory Dance Company

Woodstock, GA

Choreographer & Performer

September 20XX - Present

- Choreograph up to four performances per year involving up to 20 dancers for RU's student-led dance company
- Rehearse and perform for an average of 20 hours per month with a team of dedicated dancers and directors

Your Name

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EDUCATION

Reinhardt University

Bachelor of Science, Biological Sciences

Concentration: Cell and Molecular Biology and Genetics GPA: 3.23

Waleska, GA

May 20XX

Relevant Coursework: General Physiology, Advanced Mammalian Physiology, Microbiology, Genetics, Molecular Biology, Cell Physiology, Ecology, Experimental Physiology

SKILLS

Biochemistry: fraction collection, protein purification, enzyme assays, SDS-PAGE, HPLC, ultracentrifuge, column and thin layer chromatography, spectrophotometry (UV/vis)

Molecular/Cell Biology: brightfield, phase contrast, and confocal microscopy; quantitative imaging; sterile technique and cell culture; DNA purification; cryostat sectioning, in situ hybridization, density gradient and differential centrifugation; E. coli transformation Model Systems Used: Experience with E. coli, Drosophila, Xenopus laevis, zebrafish, chick embryos, mice, rats, and human blood samples

Software: MS Office; Adobe Photoshop; ImagePro+ and MetaMorph image analysis systems

EXPERIENCE

Reinhardt University, Department of Biological Sciences

Undergraduate Researcher, Molecular Biology Lab

Waleska, GA

June 20XX - Present

- Log and prepare tissue samples for microscopic analysis
- Utilize laboratory techniques to understand the differences various between E.coli strains at the genome level
- Applied Lowry assays and used spectrophotometry
- Separated DNA fragments with pulsed gel electrophoresis
- Assisted with the preparation of various reports by summarizing data analysis and conclusions

WellStar Medical Practice

Administrative Volunteer

Jasper, GA

May 20XX - Present

- Assist with daily administrative duties in busy pediatric practice
- Provide excellent customer service by answering phone calls and answering patient questions about scheduling

Brown Pathology Service

Lab Technician

Canton, GA

May 20XX - August 20XX

- Maintained organization and upkeep of lab area
- Processed fine needle aspirations and conducted stain pap smears and semen analyses

ACTIVITIES

Reinhardt University, Biological Sciences Department

Tutor

Waleska, GA

September 20XX - Present

- Manage the tutoring website to ensure it operates efficiently and provide useful resources for students who need assistance
- Provide 1:1 weekly sessions to three students per semester who improved by one letter grade at the end of the semester

Beta Beta Beta (Biological Sciences Society)

Member

Waleska, GA

February 20XX - Present

- Engage in monthly lectures provided by RU faculty and outside speakers from leading universities and research centers

RU Swim Club

Member

Waleska, GA

August 20XX - Present

- Dedicate 20 hours per week to practice and competition. Improved individual times by 4 seconds in butterfly and backstroke

Your Name

770 -555-5555 | yourname@reinhardt.edu | YourLinkedInURL

EDUCATION

Reinhardt University, Waleska, GA
Bachelor of Science, Physics Honors Degree
Minors in Mathematics and Computer Science
GPA: 3.42
Dean's List (all semesters)

May 20XX

SKILLS

Proficient in Programming and Scripting with Python, Java, C++, Bash, Matlab, Android
Proficient in Molecular Simulation Software: Gromacs and VMD (Visual Molecular Dynamics)
Version control - Git and SVN
Familiar with the Linux Operating System
Familiar with web design - **HTML**, CSS, Ruby on Rails

EXPERIENCE

uMash Collage Generator, Atlanta, GA
Software Engineer & Co-Creator

May 20XX - Present

- Developed Android Application that uses machine learning to dynamically create photo collages; involved from idea conception to market release and maintenance
- Implemented and improved cutting-edge algorithms to overcome mobile platform limitations
- Awarded NSF I-Corps grant to investigate market viability of product, received training in customer discovery research and lean startup methodology

Reinhardt University, Department of Physics, Waleska, GA
Undergraduate Researcher

January 20XX - Present

- Study the internal structure and composition of lipid phases to better understand cell membrane structure
- Participate in weekly lab group meetings to discuss findings and tackle difficult technical challenges
- Develop computational algorithms to process and analyze data using python
- Implement Hidden Markov Models and particle simulations in C++ to study phase behavior in simulated lipid membranes
- Presented findings at Georgia Membrane Symposium (2014), Biophysical Society Meeting (2015) and Society of Physics Students Mid-Atlantic Conference (2015)

Reinhardt University, Department of Chemistry, Atlanta, GA
Howard Hughes Medical Institute Undergraduate Research Program

June 20XX - September 20XX

- Studied the impact of lipid membrane phase order on peptide translocation working independently within the Department of Chemistry at Reinhardt University
- Created, ran, and analyzed biophysical simulations with various Molecular Dynamics software such as Gromacs, VMD and custom software
- Participated in weekly lab group meetings and contributed to overall group dynamic, presented research and contributed to idea generation and problem solving
- Presented preliminary results in undergraduate symposium

LEADERSHIP

February 20XX - Present

Society of Physics Students (SPS), Reinhardt University Chapter, Waleska, GA
Vice President

- Create a targeted marketing campaign and recruitment that resulted in 30 new members
- Organize events designed to foster mutually beneficial relationships between members and employers

RU Cross Country/Track and Field Club, Waleska, GA
Transportation Organizer

March 20XX - Present

- Organize transportation and logistics for 20 students for up to five overnight club matches per semester
- Oversee a transportation budget of \$7,000 and participate in club leadership and planning meetings

Your Name

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YourLinkedInURL

EDUCATION

Reinhardt University

Waleska, GA

Bachelor of Arts in Psychology

May 20XX

Honors Degree with Distinction

Senior Thesis Candidate: Stress Regulation in Adolescent Girls

Minors in Educational Studies & in HDFS

GPA 3.53; Dean's List All Semesters

CIEE Study Abroad

London, UK

Public Health Program

January 20XX

RESEARCH EXPERIENCE

Reinhardt University, Psychology Department

Waleska, GA

Research Assistant

August 20XX-Present

- Organize data for Professor Smith's lab that tests attachment related trauma, stress regulation, and developmental psychopathology in adolescents
- Conduct literature reviews for primary investigator and provide findings in detailed reports and present findings to members of the team
- Guide patients, participants, and clinician users of our technology through installation, daily use and interpretation of results

Reinhardt University, Child Psychology Lab

Waleska, GA

Research Assistant

August 20XX-May 20XX

- Assisted Professor White with infant cognition testing with duties including collecting data designed to assess a broad range of tailored and comprehensive cognitive scores
- Performed regression analyses on various data sets related to infant cognition testing and reviewed data for accuracy and completeness

ADDITIONAL EXPERIENCE

Boys & Girls Center

Mentor

Canton, GA

August 20XX-Present

- Mentor two children ages 6 & 10 on a weekly basis and assist with academics
- Provide developmental activities, relating to core areas including education & career, character & leadership, health & life skills, the arts, and sports, fitness & recreation

Next Generation Child Center

Woodstock, GA

Teacher's Assistant

August 20XX-September 20XX

- Aided teachers with infant through pre-K classrooms by providing guidance to students during lessons

SKILLS

Proficient in Microsoft Word, Excel, PowerPoint and SPSS. Fluent in Spanish

HONORS & ACTIVITIES

Phi Beta Kappa, President

September 20XX-Present

- Plan and orchestrate weekly chapter meetings for a fifty-member organization, secure guest speakers, oversee activities, and lead a nine-member executive board

Psi Chi National Honor Society in Psychology, Member

September 20XX-Present

National Society for Collegiate Scholars, Member

September 20XX-Present

Gamma Sigma Sigma, National Community Service Sorority, Member

December 20XX-Present

- Perform 25 hours of community service per semester
- Tutor inner-city children grades 1 through 12 on various school subjects

NAME
Phone number Email address

EDUCATION

Reinhardt University, College of Arts and Sciences, Waleska, GA

Master of Science in Neuroscience (4+1 Program)

Expected May 2018

Bachelor of Science in Neuroscience, Minor in Biology

May 2017

GPA: 3.80, Dean's List: Fall 2014, Spring 2015, Fall 2015, Spring 2016, Fall 2016, Spring 2017

EXPERIENCE

Neuroimmunology Lab, Reinhardt University, Waleska, GA

June 2015-Present

Research Assistant

Work in the laboratory setting to examine the interaction of immune and neural function during sensitive periods of life in a rodent model. Analyze data, perform surgery to extract tissue samples, and culture neuronal cells.

Post-Baccalaureate Achievement Program, Waleska, GA

June 2015-Present

Scholar

Conduct independent research involving fetal alcohol exposure and its long-term effects on immune and neural function and neural mechanisms of postpartum depression in the laboratory of Dr. James Smith.

St. Mary's Medical Center, Atlanta, GA

August 2013-Present

Volunteer

Offer food and beverages to patients after procedures, transport patients, make beds, stock and sanitize rooms between patients, and clean and organize charts. 136 Hours

OBSERVATION

Thomas Jefferson University Hospital, Canton, GA

January 2017

Observed Dr. Adam Zoga perform Computer Axial Tomography guided biopsies and bone ablation procedure, multiple X-ray-guided arthrogram procedures and helped to interpret medical images. Interacted with patients in post-operative area. Attended collaborative case study with orthopedic surgeons. 24 Hours

Thomas Jefferson University Hospital, Canton, GA

August 2015

Observed Dr. Adam Zoga perform Computer Axial Tomography guided biopsies, an X-ray-guided arthrogram procedure and helped to interpret medical images. Attended hospital resident lecture. 16 Hours

Woodbourne Family Practice, Waleska, GA

June 2015

Observed Dr. Jeffrey Langbein assess and treat patients while interacting with patients in a family medicine office setting. 8 Hours

HONORS/ACTIVITIES

Gamma Sigma Sigma National Service Sorority, Reinhardt University

Spring 2015

John F. Harty Scholarship recipient, Reinhardt University

Spring 2014

Gymnastics Club, Reinhardt University

Spring 2014

Neighborhood Empowerment Team for Residence Hall, Reinhardt University

Spring 2014

Resident Assistant Internship & Leadership Exploration, Reinhardt University

Spring 2014

National Society of Collegiate Scholars, Reinhardt University

Spring 2014

Phi Theta Kappa Honor Society, Cherokee County Community College

Spring 2013

SKILLS

CPR, Basic Spanish