**First M. Last**

 (555) 555-5555 professional.mountaineer@mail.comlinkedin.com/in/joe-mountaineer

**EDUCATION**

**West Virginia University**, Morgantown, WV

*Doctor of Philosophy in Chemistry Candidate* Expected: May XXXX

GPA: 4.0/4.0

**West Virginia University**, Morgantown, WV

*Master of Science in Chemistry* May XXXX

GPA: 4.0/4.0

**Example University,** City, State

*Bachelor of Science in Biochemistry* May XXXX

GPA: 3.2/4.0

**RESEARCH EXPERIENCE**

**Research Assistant** August XXXX-Present

West Virginia University, *Morgantown, WV*

* Synthesize organic ligands and inorganic compounds using anaerobic techniques
* Characterize products with 1H, NMR, UV-visible, and IR spectroscopies
* Measure interactions of the complexes with duplex DNA via melting curves
* Present posters at one regional and two local meetings

**Collegiate Leaders in Environment Health (CLEH) Internship** August XXXX-May XXXX

NIOSH, *Morgantown, WV*

* Purified recombinant proteins and blood/plasma using HPLC/FPLC and column chromatography techniques
* Tested swabs for drug products for verification of cleaning process
* Followed SOPs, EP and OSHA regulations

**TEACHING EXPERIENCE**

**Teaching Assistant** August XXXX-May XXXX

West Virginia University, *Morgantown, WV*

* Maintained courses with high-quality learning content, assessments, outcomes, modules, projects, quizzes, and finals
* Prepared clear course expectations, course materials, lesson plans, evaluations, and timelines in syllabus
* Challenged, engaged, encouraged, and communicated with 60 students learning progress per semester
* Completed grade books, final grades, evaluations, and responded to student questions in a timely manner with mutual value and respect

**PUBLICATIONS**

* Authors. Name of the Article Published. Submitted to Lancet for publication. (Use your field’s citation method)
* Authors. Name of the article to be published. Lancet [In press].

**PRESENTATIONS**

* Presentation/Conference Name. “Title”. Location. November XXXX. (Use your field’s citation method)
* Presentation/Conference Name. “Title”. Location. November XXXX. (Use your field’s citation method)
* Presentation/Conference Name. “Title”. Location. November XXXX. (Use your field’s citation method)

**SHADOWING EXPERIENCE**

**Orthopedic Surgery ­–** Dr. John Doe March XXXX

WVU Medicine, Ruby Memorial Hospital, *Morgantown, WV* (4 hours)

**Pediatrics ­–** Dr. Courtney Billings January XXXX

WVU Medicine, Ruby Memorial Hospital, *Morgantown, WV* (5 hours)

**Family Medicine ­–** Dr. Levi Smith October XXXX

WVU Medicine, Physician Office Center, *Morgantown, WV* (4 hours)

**TECHNICAL SKILLS**

* 1H, 13C, 1H-1H COSY NMR Spectroscopy
* IR, GCMS and UV Spectroscopy
* Chromatography (gas, thin layer, column)
* Preparation of microscope slides and blood samples
* Staining procedures, including Globin IHC trials, Ferric Ferricyanide, Erythrosine B, and Acid Elution
* Accurate record keeping in a laboratory notebook

**ADDITIONAL EXPERIENCE**

**Library Assistant** January XXXX-Month XXX

WVU Downtown Library, *Morgantown WV*

* Performed general administrative duties to support professional staff and assist students with research
* Designed a presentation, published to the university website, outlining how to most effectively use

all of West Virginia University’s amenities when undertaking a research project

**Customer Service Associate** January XXXX-Month XXXX

Marshall and Company, *Washington, PA*

* Served customers making various payment transactions
* Processed cash advances quickly and accurately to employees, resulting in being honored as Employee of the Month three times
* Balanced cash receipts of previous days and compiled daily report for the auditing department, eliminated the need for a second shift employee, saving the company over $2,000 per month

**RELEVANT COURSEWORK**

Experimental Physical Chemistry, Biochemistry Wet Lab, Analytical Chemistry, Statistical Inference, Organic Chemistry

**CERTIFICATIONS**

American Chemical Society (ACS) Certification Month XXXX

**AWARDS AND HONORS**

WV Promise Scholarship August XXXX-Present

William R. and Phylis T. Moore Organic Chemistry Scholarship August XXXX-Present

WVU President’s List Fall XXXX, Spring XXXX

**PROFESSIONAL ASSOCIATIONS**

**Member**, Organization Name, Institution (Ex. WVU) January XXXX-Present

**President**, Organization Name, Institution (Ex. WVU) March XXXX-June XXXX

**Member**, Organization Name, Institution (Ex. WVU) May XXXX-August XXXX

**CONFERENCES**

**ICNP –** Spoke on a panel about Cisco networking Month XXXX

**PepsiCo –** Diversity and inclusion seminar Month XXXX

**COMMUNITY INVOLVEMENT**

**Volunteer,** Student Ambassador Program, *Morgantown, WV* March XXXX-June XXXX

* Mentored a new graduate student transitioning into the graduate program
* Met with mentee and answered any questions or gave advice where vital for success in the program

**Volunteer,** Stepping Stones, *Morgantown, WV* March XXXX-June XXXX

* Mentored up to 100 children ages 6-17 with disabilities through recreation and personal development activities
* Participated in events such as Car Raffle (fundraising), Trunk or Treat (outreach), Special Olympics practice and Miss Ability Pageant

**Volunteer,** Mountaineer Guide, *Morgantown, WV* June XXXX-October XXXX

* Represented WVU brand for University open house events guiding 50 or more people around campus
* Guided 2-10 football recruits and families on football game days answering any questions about the University

**REFERENCES**

**Dr. First Last**

Title

Organization

Street Address

City, State Zip

(XXX) XXX-XXXX

example@mail.wvu.edu

You can list your references one after another, most relevant to you at the top.