

**Full Name**  
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Mobile: (123) 555-5555

Current Address  
123 Grove Street  
Potsdam, NY 13699

Permanent Address  
123 Maple Street  
Buffalo, NY 12345

## **OBJECTIVE**

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An employment opportunity in a Computer Science related field.

## **EDUCATION**

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**Clarkson University** – Potsdam, NY      B.S. Computer Science, Mathematics; Minor: Business/Administration  
GPA: 3.5 – Dean’s List 6 Semesters      May 2010

**Newcastle University** – Newcastle, NSW, Australia      Study Abroad Exchange Program  
GPA: 90 – High Distinction      Completed: July 2009

## **RELEVANT EXPERIENCE**

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**Eastman Kodak Company** – Rochester, NY

### **Software Development**

May 2008 – August 2008

- Led team from many positions in the company in finding and implementing a new bug-tracking solution.
- Investigated current system (Lotus Notes), created requirements for a new tool, conducted meetings and demonstrations of possible solutions, created proposal for recommended course of action, configured and administered the new system (JIRA) after decision was made.
- Created applications for migrating data between systems/databases using C#, XML, and Excel Macros.

### **Software Quality Assurance**

May 2007 – August 2007

- Tested new software releases for the Kodak Picture Kiosk.
- Designed and executed test procedures, reported incidents, and worked with databases and Rational software.
- Organized and led meetings of project leaders, developers and QA team members for each original test procedure. Learned to work independently and in a group setting.

**Clarkson Association for Computing Machinery** – Potsdam, NY

September 2007 – Present

- Created and administer the Clarkson ACM Website using Dreamweaver and Photoshop.
- Attend seminars by guest speakers in the computing industry.

## **SKILLS**

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- Programming Experience – C++, Java, C#, XML, and Web Development.
- Writing Skills – Ability to efficiently produce concise, organized reports, labs and memos.
- Public Speaking – Finalist in Senior High School Public Speaking Competition. Gained confidence and learned to engage audiences with my creative speeches.

## **EMPLOYMENT**

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**Clarkson Writing Center** – Potsdam, NY; Tutor

August 2007 – Present

- Conduct writing conferences with students. Identify weaknesses in organization, development and style. Guide writers in solving the problems.
- Learned valuable interpersonal communication skills by collaborating with students from many fields. Trained in writing and tutoring.

## **TEAMWORK**

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- Ski Club      September 2007 – Present
- Intramurals – Captain of Basketball and Softball teams      September 2006 – Present