

EES RESUME – POSSIBLE TEMPLATE TO USE – EES CONCENTRATION

Joe Schmoe

123 Main Street, Willimantic, CT 06226

joe.schmoe21@gmail.com 860-465-1111

Customized LinkedIn profile link

PERSONAL STATEMENT/RESUME SUMMARY (*briefly summarize your achievements, skills, interests and reasons you are seeking the position you are applying for*)

EDUCATION

B.S, Environmental Earth Science, Eastern Connecticut State University, Willimantic CT Month, Year

GPA: 3.70 (*only provide if ≥ 3.0*)

Relevant coursework: *include classes relevant to job for which you are applying (EES and other)*

Honors and Awards: *mention academic honors, awards, noteworthy scholarships*

Internships, Co-ops or Study Abroad: *include internship type and dates; location abroad*

Activities: *include athletics, clubs, roles, etc., and years participated and major roles, if any*

EMPLOYMENT HISTORY

 (*most recent first*)

Company Name, City, ST Year to Year

Job Title

- *Job duty, including quantified accomplishment/result.*
- *Job duty, including quantified accomplishment/result.*

Company Name, City, ST Year to Year

Job Title

- *Job duty, including quantified accomplishment/result.*
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EXPERIENCE AND SKILLS

-**Computer/IT Experience and Skills** (*software used and level of proficiency, coding ability*)

-**Field Experience and Skills** (*geo-environmental & SES skills, technology and accomplishments*)

-**Laboratory Experience and Skills** (*consider all lab experiences, EES and other sciences*)

-**Project Experience and Skills** (*individual or team, class projects or mentored research*)

-**Writing & Presentation Experience and Skills** (*major reports, oral presentations, conferences*)

-**Other Experience/Skills?** (*travel, foreign language/cultural, civic leadership, gap year achievements, volunteer/community engagement, creativity, entrepreneurship/innovation, etc.*)

See very useful CICD resources:

<https://www.easternct.edu/career/images/logos-guides/Resume.Cover-Letters-GuideWeb.pdf>

https://www.candidcareer.com/gethired_detail.php?chid=48&p=career&shared=EasternCT&UID=4721

<https://www.candidcareer.com/video-common+resume+questions,a38ba3d4c7d08793325e,EasternCT>