

**Jane Do**  
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**Objective:** To obtain a position as a chemical technician.

**Skills:**

- Excellent verbal and written communication skills, organizational skills
- Proficient in: Microsoft Office
- Excellent problem solving skills
- Basic knowledge of lab procedures and regulations

**Education:**

Bachelor of Science, Chemistry, May 2006  
Rochester Institute of Technology, Rochester, NY  
GPA: 3.8, Dean's List, Fall 2004-Spring 2006

Associate in Science, Liberal Arts & Sciences- Science, Chemistry, May 2004  
Monroe Community College, Rochester, NY  
GPA: 3.8, Dean's List, Fall 2003-Spring 2004

**Relevant Coursework:**

- General Chemistry I & II, Analytical Chemistry I & II, Chemical problem solving by Computer, Laboratory techniques for Chemical technicians, Organic Chemistry, Chemical thermodynamics, Advanced instrumental analysis, Physics I & II, Calculus I –V, Chemical safety

**Related Experience:**

Co-Op with Dow Chemical, Rochester, NY, Summer 2004

- Conducted routine lab testing and analysis with Senior Chemical Technician.
- Kept detailed logs and records.
- Maintained lab and lab supplies.

Co-Op with Xerox Corporation, Rochester, NY, Spring 2006

- Provided analytical support in organic & elemental analysis
- Other pertinent jobs as designated such as filing, copying

**Organizations:**

- ACS (American Chemical Society), RIT, Member since Fall 2004
- Chemistry Club, RIT, Fall 2004-Spring 2006

