

First Name Last Name

City, State

Phone Number

emailaddress@provider.com

linkedin.com/in/firstnamelastname/

EDUCATION

Bachelor of Science in Geology and Environmental Geosciences, May 20XX

Northern Illinois University (NIU), DeKalb, IL

Emphasis: **Environmental Geosciences** GPA: 3.3/4.0

TECHNICAL SKILLS

Geology Applications: Rockware, EarthSoft, ArcPad Application Builder, ArcGIS

General Applications: MS Office Suite, Lotus 123, Adobe PhotoShop

GEOLOGY EXPERIENCE

Planning Aide, City of Decatur, Decatur, IL, October 20XX-May 20XX

- Conducted field work with senior planners
- Created and maintained Excel databases for city projects; prepared professional presentations
- Participated in planning commission set-up and assisted in research for various city projects

Geology Intern, Macey Spencer Geological Services, Madison, WI, September 20XX-August 20XX

- Performed rock classifications, fracture structure and soil descriptions for geotechnical applications
- Installed monitoring wells in various locations and environments
- Collected and modeled groundwater elevations
- Performed Phase I environmental analysis and Phase II remediation

Volunteer Fieldworker, U.S. Forest Service, Taos, NM, June 20XX-August 20XX

- Assisted in the collection and interpretation of Borehole Pulse-EM surveys of diamond drill holes and the acquisition of geological and geophysical field data

ADDITIONAL EXPERIENCE

Teller, Resource Bank, Genoa, IL, May 20XX-Present

- Process customer transactions and open new accounts
- Train new employees to handle financial transactions and how to provide good customer service
- Assist managers in balancing the vaults and auditing teller drawers

LEADERSHIP AND VOLUNTEERISM

Member, Geology Club, NIU, 20XX-Present

Camp Counselor, Spring Hill Youth Camp, Crystal Lake, IL, Summers 20XX-20XX