

Sample Resume • Internship

Fanny Flyer

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Objective	A summer research internship in the field of biology	
Education	University of Dayton, Dayton, OH Bachelor of Science Degree in Biology Minor: English	May 2009 GPA: 3.2/4.0
Computer Skills	MS Office, Adobe PageMaker on IBM and Macintosh	
Relevant Classes	Principles of Biology, Ecology- Evolution, Microbiology, and Subtropical Ecology	
Lab Skills	Cell fractionation by differential centrifugation, RNA analysis extraction and fractionation, membrane isolation, Lipid extraction techniques	
Career Related Experience	Summer Research Intern , Marshfield Clinic, Kettering, OH Summer 2008 <ul style="list-style-type: none">• Learned advanced research techniques under the supervision of a research scientist• Contributed to special projects in the laboratory Student Worker and Hall Secretary , Office of Residence Life, Dayton, OH August 2007-May 2008 <ul style="list-style-type: none">• Provided information to current and incoming students, parents and visitors to Dayton about University Residence Halls• Acted as a liaison between administrators and those with questions about halls• Assisted with office tasks, including data entry and mailings• Created bulletin board displays providing information to students living in the halls Cashier , Sodex/Marriot Food Services, Kettering, OH October 2006- December 2006 <ul style="list-style-type: none">• Handled cash transactions• Interacted with customers in a fast paced environment• Completed specific tasks within set deadlines• Maintained clean working area	
Other Work Experience	Server , Hardees Restaurant, Des Moines, IA, August 2005- May 2005 Cabin Counselor , Cool Camp for Kids, Zion, WY, Summers 2002-2004	
Honors and Activities	Dean's List, Presidential Scholarship, Arts and Entertainment Committee, Intramural field hockey	