# FULL NAME

999 Blank Rd Anytown, BC

(250) 999-999 student@gmail.com

## PROFESSIONAL PROFILE

* 2nd year Bachelor of Science Co-op student majoring in chemistry with strong academic achievement
* 2 years of customer service experience in a fast-paced environment
* Proficient in using Microsoft Office applications such as Excel, Word, and Access to generate reports and data analyses
* Able to follow lab safety guidelines and work with biohazardous material, including all WHMIS lab safety procedures

## EDUCATION

### Bachelor of Science, Chemistry major 20xx - Present

#### Anytown University Anytown, BC

* Dean’s List 20xx

## LAB SKILLS

* Aseptic technique
* Light microscopy
* Diluting solution
* Bacterial cell culturing

## WORK EXPERIENCE

### Customer Service Associate Oct 20xx – Sept 20xx

#### Big Box Wholesaler Anytown, BC

* Supported team in providing exceptional customer service to a high volume of customers on the floor while updating front end merchandising and display
* Operated point of sale system and handled transactions in a fast-paced environment

## COMMUNITY INVOLVMENT

### Orientation and Training Mentor Sept 20xx – May 20xx

#### Anytown University Anytown, BC

* Acted as mentor to 28 new students, developing interpersonal communication skills
* Organized student onboarding events, and hosted student mixers and workshops

### Tutor Jan 20xx – June 20xx

#### Anytown School District Anytown, BC

* Tutored Math and Science students in grades 8-10