

DAVID DOE

School Address

100 South 40th Street
Philadelphia, PA 19104
(215) 555-1212
email: daviddoe@seas.upenn.edu

Permanent Address

1 Millenium Drive
Lunar, NJ 00000
(609) 555-1212

EDUCATION

University of Pennsylvania, School of Engineering and Applied Science
Candidate for Bachelor of Science in Engineering degree in May 2000

Major: Mechanical Engineering. **Minor:** Mathematics

Coursework includes:

Calculus I-IV	Strength of Materials	Heat & Mass Transfer
CAD	Thermodynamics	Fluid Mechanics
Strength and Elasticity	Material Science	Electrical Engineering

Activities: American Society of Mechanical Engineers, Formula One Society of Automotive Engineers
Varsity Athletics: Cross-Country, Winter Track and Field, Spring Track and Field (1996-1999)
Participation requires a 20-30 hour per week commitment.

Bethel Park High School

Diploma earned June 1996

Honors/Activities: National Honor Society, Captain Track and Field Team

Relevant Courses: Computer Aided Drafting, Introduction to Transportation Systems

PROJECTS

- **Clutch Assembly:** Formula One Car design that allows the driver to activate the gears of a Honda motorcycle engine in the cockpit. Senior Design
- **Door Opener:** Electrical engineering class design involving a photogate and an integrated time delay system that opens and closes a door.
- **Lift and Drag Forces:** Calculated the coefficients of lift and drag forces on a 1/40 scale model of the F-14 aircraft using a wind tunnel.

EMPLOYMENT

Horix Manufacturing Company, Pittsburgh, PA (Summer 1999)

Engineering Department Intern

Participated in the design of a new fill valve to optimize the fluid flow of a variety of products. Performed electronic laboratory testing on circuitry including the effect of temperature on performance. Determined optimal machine settings for different products and bottle combinations. Corresponded with customer conveying test results.

University of Pennsylvania, Office of Student Information Systems, Philadelphia, PA (Summer 1998 – present)

Classroom Facilities Assistant

Perform inspections on 30 classrooms per week. Identify repair needs including computers and video equipment. Prepare detailed daily reports for action by the Physical Plant department.

Allegheny County Department of Parks, Pittsburgh, PA (Summers 1996– 1998)

Assistant Head Lifeguard

Scheduled twenty-five lifeguards, reviewed daily operations and provided assistance to users. Promoted from lifeguard position.

COMPUTER SKILLS

C+ + , AutoCAD, Maple, Matlab, Pro-Engineer, Algor, Microsoft Office, PSPICE, Tksolver

ALICE DOE

yourname@seas.upenn.edu

Permanent Address: 1 Medical Drive, Biotech, PA 11111. (800) 555-1212
Campus Address: Box 1, 3700 Chestnut Street. Philadelphia, PA 19104. (215)555-1212

- OBJECTIVE** Obtain a full time position that fosters innovation and creativity in engineering problem solving applications and highlights the business facets of each project.
- EDUCATION** **University of Pennsylvania, School of Engineering and Applied Science**
Bachelor of Science in Engineering (BSE) in May 2002
Major: Bioengineering **Minor:** Women's Studies **Overall GPA:** 3.0/4.0
- EXPERIENCE** **Johnson & Johnson Consumer Products Co.** Skillman, NJ Summer 2001
Skin Technology Development Intern
- Coordinated multi-instrumental in-house clinical study to assess the effects of dryness and erythema on the skin upon the application of moisturizers and cleansing agents.
 - Independently performed quantitative measures using next generation spectroscopic techniques such as DRS (Diffuse Reflectance Spectroscopy) and Skin Scan; utilized Novameter and Hi-Scope to make biophysical measurements of skin barrier damage.
 - Consulted and networked with various skin technology teams to develop and enhance project scope.
- The Children's Hospital of Pennsylvania** Philadelphia, PA 1999 -2001
Clinic Research Assistant
- Conducted statistical analysis on lab results obtained from HIV+ patients to pinpoint trends visible in terms of demographics, sex, age and ethnicity.
- Johnson & Johnson Personal Products Co.** Skillman, NJ Summer 2000
Pantiliner R & D Intern
- Designed and assessed a new method of processing airlaid material to enhance absorbent properties.
 - Independently designed a prototype pantiliner from absorbent materials that proved superior absorbency and cost effectiveness as compared to currently marketed product.
 - Generated data from proven performance benefits to support pending patent applications.
- Cooper Union School of Engineering Summer Program** New York, NY Summer 1997
Summer Intern
- Explored and assessed the placement of crushed recycled glass in concrete blocks as an effective way to improve waste management.
 - Performed tensile and compressive strength tests on experimental blocks and examined fracture patterns, pitting and other changes in structural properties.
- COMMUNITY LEADERSHIP** **Orphanage Outreach Program** Esperanza, Dominican Republic March 2001
Group Leader
- Volunteered as a teacher for this non-profit organization that builds learning facilities and provides a quality education for children living in impoverished orphanages around the world.
 - Created and implemented resourceful lesson plans and group-learning activities to better stimulate the children's interest to learn Math and English.
- America Reads Program** Philadelphia, P A Summer 1999
Learning Instructor
- Assessed and improved learning strategies of inner-city elementary school students by utilizing an experimental reading manual designed to capture the students' local vernacular and life experiences.
- LAB/ COMPUTER SKILLS** Experience in Product development and design, Instron Testing, Atomic Absorption Spectrophotometry, Protein separation by Column Chromatography, Viscometry; Three years participation in Lab teamwork; MS Word, MS Excel, MS PowerPoint, Quatro-Pro, Filemaker

ALAN DOE

School Address

University of Pennsylvania
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yourname@seas.upenn.edu

Permanent Address

1 Laboratory Drive
Engineering, PA 11111
(800) 555-1212

EDUCATION

University of Pennsylvania, School of Engineering and Applied Science

Candidate for Bachelor of Science in Engineering in May 2002. **Major:** Bioengineering. **Cumulative G.P.A.:** 3.4/4.0

Coursework Includes:

Biomechanics	Physical and Chemical Basis of Bioengineering	Molecular Biology I-II
Calculus II-IV	Structure and Properties of Biomaterials	Physiology
Engineering Probability	Preceptorship in Clinical Bioengineering	Organic Chemistry I -II

Honors/Activities: Dean's List, Shoher Alumni Scholarship, City of Philadelphia Scholarship, Secretary Society of Bioengineering, Engineering Peer Advising Council, International Program, South Asia Society, E.R Volunteer at the Hospital of the University of Pennsylvania

Sisters' Academy High School

Diploma earned May 1998

Honors/Activities: President National Honor Society, VP Students Against Drunk Driving, VP Choir, Tutoring Coordinator for Community Service Corps, Who's Who Among American High School Students, Delaware Valley Engineers Council's Outstanding High School Student of the Year

PROJECTS

Senior Design Project: Design and manufacture a device that will serve as a memory aid for children (pennTOYS).
PDSI Mutants: Analyzed spindle phenotypes of *S. cerevisiae* with deleted *PDSI* gene via microtubule fluorescence.
Cardiac Fitness: Correlated heart rate reserve used during [tre.admill](#) exercise to cardiac fitness using a lead n ECG.
Yeast Growth: Compared proliferation of yeast cells under aerobic and anaerobic condition via doubling times.
Trachea Modeling: Built various models of the human trachea and tested the coughing mechanism.

EMPLOYMENT

National Science Foundation, Louis Stokes Alliance for Minority Participation, Philadelphia, PA (Summer 2001) Conducted research in the Vestibular (kular Motor laboratory of David Solomon. Designed, built and tested a low-cost, portable device to clinically assess an individual's Vestibular Ocular Reflex in response to high frequency head perturbations.

University of Pennsylvania, Genetics Department, Philadelphia, PA (Fall1999-Summer 2000) Research Assistant
Conducted experiments relating to cell cycle checkpoints and DNA sequences in *S. cerevisiae* that may possibly provide insight into the machinery of cancer cells.

Howard Hughes Medical Institute, Division of University of Pennsylvania, Philadelphia, PA (Summer 1999) Summer Research Student

Conducted genetics research through experimentation with *S. cerevisiae*. Assisted in data research for published article concerning chromosome-defect related disorders in [Experimental Cell Research](#).

COMPUTER SKILLS

Adobe Photoshop 4.0, BiopiC, Lab View, Maple V, Microsoft Office 2000, mead Photoexpress 2.0, Windows 95/98

VOLUNTEER WORK

E.R. Volunteer, Philadelphia, PA (Spring2001-present)

Assist Emergency Medical Technicians and nurses with patient care, patient transport and restocking of supplies.

Pipeline Program, Philadelphia, PA (Spring 2001)

Teaching Assistant for High School Science Program sponsored by the University of Pennsylvania Medical School

PennSTEP, Philadelphia, PA (Spring 1999)

Aided grade school computer teacher with class on a weekly basis and assisted a 2nd grade special education teacher with daily lessons.