

First Name Last Name

Oklahoma City, Oklahoma | (555) 555-5555 | ike.theagle@oc.edu | LinkedIn/Website URL (*optional*)

PROFESSIONAL SUMMARY

Bachelor of Arts degree candidate, with a major in Economics, and experience developing and analyzing cost models, providing quality assurance reviews, and creating process solutions to improve financial forecasts for clients. Looking to continue the development of risk management, audit, and compliance skills in a team-centered environment.

EDUCATION

Oklahoma Christian University, Oklahoma City, OK Start Month, Year - Projected Month, Year
Bachelor of Arts /Bachelor of Science in XX /B.B.A in XX **(Accounting add your 150 hours)**
GPA:
Awards: (*optional*)
Coursework: (*optional, only list if specifically requested*)

PROFESSIONAL EXPERIENCE

Employer, Your Title, City, State Date (Start Month, year - End Month, year)
● Accomplished {X} as measured by {Y}, by doing {Z}
● Action + Project/Problem + Results = Accomplishment
● Three bullet points is sufficient for the most relevant position.

Employer, Your Title, City, State Date (Start Month, year - End Month, year)
● Filed papers and organized 100+ employee documents a month to ensure compliance with employment law & successfully passed the annual audit all three years in the role.
● Led a 5-person leadership team to increase student participation by 100% from 50 to 100 members by creating a stronger social media presence

Employer, Your Title, City, State Date (Start Month, year - End Month, year)
● Developed concepts and designs for 10 clients, including consumer products, electronics and enterprise technology, utilizing Adobe Photoshop and Illustrator
● Collaborated with the IT team to develop an online application submission and tracking system, reducing cost by 10%

Various Roles in Industry as Job Title August 2011– August 2017
● *Action verb job title who managed own business and strived to give the highest quality customer service.*

SKILLS | LEADERSHIP SKILLS | ACTIVITIES | EXTRACURRICULAR ACTIVITIES

- *Hard skills or Computer Skills:* (optional)
- *Language Skills:* (optional – include levels of proficiency)

First Name Last Name

Edmond, OK | 405.444.4444 | ike.eagle@eagles.oc.edu | LinkedIn Url / Website Url (optional)

PROFESSIONAL SUMMARY (Optional)

Tells the reader the purpose of your resume in 3 (2-4 is okay) sentences • Should identify the kind of work you want to perform • If seeking an internship or co-op, include the time period when you are available to start. Example: Seeking a summer 2020 internship in Marketing or Public Relations.

EDUCATION

University of Oklahoma | August 2023- Projected May 2026

Master of XX

GPA 4.0

Oklahoma Christian University | August 2021- Projected May 2025

Bachelor of Science Interdisciplinary Studies

GPA (only list if above 3.0, or what is appropriate for your major)

Study Abroad Program Fall Semester 2008

- Capital Normal | Beijing, China
- Ibaraki Christian | Ibaraki, Japan
- Macquarie University | Sydney, Australia

EXPERIENCE

Job Role, Name of Company | 08/2022 – Present

- Accomplished {X} as measured by {Y}, by doing {Z}
- Action + Project/Problem = Results
- Three bullet points is sufficient for the most relevant position.

Job Role, Name of Company | 05/2022 - 08/2022

- Developed concepts and designs for 10 clients, including consumer products, electronics and enterprise technology, utilizing Adobe Photoshop and Illustrator
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Job Role, Name of Company | 08/2018 – 05/2022

- Developed concepts and designs for 10 clients wanting to bring more awareness to their company. Designs included consumer products, electronics and enterprise technology which boosted new customer engagement for all 10 clients.
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Job Role, Name of Company | 01/2017 – 08/2018

- Filed papers and organized 100+ employee documents a month to ensure compliance with employment law & successfully passed the annual audit all three years in the role.
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Ike T. Eagle

Edmond, OK | 405.453.3245 | ike.eagle@eagles.oc.edu | LinkedIn Url / Website Url (optional)

Analytic-focused data professional with 2+ years' experience developing computational models and executing statistical projects to drive insights. Demonstrated ability to translate complex datasets into actionable information and support overarching research initiatives.

EDUCATION

Oklahoma Christian University , Edmond, OK 20xx Bachelor of Science in Computer Engineering	Projected May, GPA: 3.xx/4.x
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EXPERIENCE

Oklahoma Christian University , Edmond, OK Job Title	August, 20xx – Present
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- Collaborated with cross-functional team of computer, electrical, and mechanical engineers to define and prioritize data science projects, driving \$1.5M NIST-funded research in multimedia storage systems
- Conducted exploratory data analysis (EDA) on large datasets using Python and SQL, identifying key trends and patterns to inform research focused on multimedia bit rate conversion
- Conducted statistical analysis of experimental results to evaluate the effectiveness of algorithms and models
- Developed software tools and libraries in Python to facilitate data analysis, visualization, and modeling
- Presented weekly research updates with Tableau dashboards and made recommendations to primary investigator on study direction

PROJECTS

Oklahoma Christian University , Edmond, OK 20xx Undergraduate Researcher for the Computer Science Lab	June, 20xx – August,
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- Used SQL to extract and manipulate data from relational databases for \$250K funding
- Maintained and updated existing data pipelines and extract, transform, and load ETL workflows to ensure data integrity and reliability

- Implemented data cleaning and preprocessing from raw Excel data to transfer into Stata for further analyses

SKILLS

Simple Linear Regression | Multivariate Linear Regression | Statistical Modeling | Data Integrity
Parametric Tests | Nonparametric Tests | Sampling Methods | Natural Language Processing
(NLP) Tableau | R | VBA | Excel | Python | SQL | Java

Ike T. Eagle

City, State ♦ Phone Number ♦ Email Address ♦ LinkedIn or Website URL

OBJECTIVE

Recent graduate with a degree in marketing seeking an entry-level position in digital marketing. Experienced in creating social media campaigns and analyzing data to drive engagement and sales.

EDUCATION

Oklahoma Christian University, Oklahoma City, OK

Start Month, Year - Projected

Month, Year

Bachelor of Arts /Bachelor of Science in XX /B.B.A in XX

Minor(s) in.... (if applicable)

Major GPR: ###; Cumulative GPR: ###

Coursework: (optional, only list if specifically requested)

LEADERSHIP (or WORK EXPERIENCE, ACTIVITIES, VOLUNTEER WORK)

Organization Name

Month Year – Month Year

Position Title (Month Year – Month Year)

- Action Verb, followed by description of most relevant or important duties and accomplishments

Position Title (Month Year – Month Year)

- Action Verb, followed by description of most relevant or important duties and accomplishments

WORK EXPERIENCE (or LEADERSHIP, ACTIVITIES, VOLUNTEER WORK)

Company Name, City, State

Month Year – Month Year

Job Title

- Action Verb, followed by description of most relevant or important duties and accomplishments
- Action Verb, followed by description of most relevant or important duties and accomplishments

HONORS (and/or AWARDS)

Honor/Award/Organization

Month Year – Month Year

- Action Verb, followed by criteria for selection or explanation of involvement

SKILLS

List language skills and declare fluency (if applicable)

List relevant computer skills