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## CHRONOLOGICAL (COMPUTER/TECHNICAL)

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### IM A. SAMPLE VIII

5432 North 97 Street  
Omaha, Nebraska 68134  
(402) 493-1234  
imasample8@xxx.com

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### OBJECTIVE

**Seeking position in Information Systems** or related field utilizing solid academic background along with exceptionally strong analytical, problem solving and customer service skills.

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### EDUCATION

**BS in Computer Information Systems—Web-based Networking**

Bellevue University, Bellevue NE

Expected Graduation Date: January 20xx

Dean's Scholar

GPA to date: 3.86/4.00

**Associate of Applied Science**, Metropolitan Community College, Omaha NE (20xx)

Major: Management Information Systems

GPA: 3.45/4.00

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### TECHNICAL KNOWLEDGE AND SKILLS

**Operating Systems:** Windows 19xx/20xx/XP/NT, UNIX/Linux

**Technical Support:** Installation, Configuration & Troubleshooting of Hardware & Software

**Languages:** Visual Basic, C, C++, Visual C++, Java, HTML, XML, ASP.NET

**Database Management:** Relational Databases. SQL, PL/SQL, MS Access

**Applications:** MS Office (Word, Excel, PowerPoint, Outlook), MS Project

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### PROFESSIONAL EXPERIENCE

**Computer Support Technician/Intern**, Union Pacific Railroad, Omaha NE (Summer 20xx)

- Assisted in systems administration and configuration in UNIX and Windows NT.
- Installed and maintained local area networks, including Novell and Windows systems.
- Staffed Help Desk; analyzed and resolved system problems encountered by end users.
- Participated in the design and development of the department's web site.
- Assisted with the maintenance of e-mail and other Internet applications.

**Computer Lab Assistant**, Bellevue University, Bellevue NE (20xx – 20xx)

- Provided advice and guidance to college students on the effective use of PCs and various software applications.
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### COLLEGIATE ACTIVITIES

**Volunteer Contributor**, Bellevue University Computer Lab Newsletter

**Member**, Varsity Baseball Team, Bellevue University

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**REFERENCES AVAILABLE UPON REQUEST**