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| Josh Hayes (727) 555-0313  1541 Dearborn Lane, St. Petersburg, FL 33713 jhayes@alcona.net | |
| OBJECTIVE | Technology writing and editing position in the robotic industry, using research and advanced editing skills to communicate with customers |
| SUMMARY OF QUALIFICATIONS | * Two years’ experience in robotics lab for Aerospace Instruction Team * Excellent interpersonal and communication skills * Proficiency using Microsoft Word * Proficiency using page layout and design software * Fluency in spoken and written Spanish |
| EXPERIENCE | Instructional lab assistant, Florida Port Community College, St. Petersburg, Florida July 2013 to 2015   * Assist robotic professors with sophisticated experiments * Set up robotic practice session for Aerospace Instruction Team   Assistant Executive Editor, Tech Today Newsletter, St. Petersburg, FL September 2012 to June 2013   * Wrote and edited articles for popular college technology newsletter * Responsible for photo editing, cropping, and resizing photos for newsletter * Received Top College Technology Publication Award   Teacher’s Assistant, Florida Port Community College, Aerospace Department, St. Petersburg, FL July 2013 to June 2015   * Helped students with homework, explained assignments, organized materials for professor * Set up robotics lab assignments for students |
| EDUCTATION | University of South Florida, Tampa, FL  Bachelor of Science, Mechanical Engineering, June 2015  Florida Port Community College, St. Petersburg, FL  Associate of Arts, Journalism, June 2013 |
| HONORS AND ACTIVITIES | * Elect to Pi Tau Sigma, honor society for mechanic engineers * Qualified for Dean’s List, six Semesters * Student Mentor, help other students in engineering programs |