

## INSTITUTE FOR CO-OPERATIVE EDUCATION

## FIRST NAME LAST NAME

professionalemail@gmail.com | 514.123.4567 LinkedIn | GitHub

## SUMMARY OF SKILLS AND QUALIFICATIONS

Operating Systems | Windows 365 · Linux · Unix · Mobile

Applications | Word · Excel · PowerPoint · Access · Eclipse · Visio

**Programming** |  $C++\cdot C\# \cdot Java \cdot Ruby \cdot Haskell (beginner) \cdot PHP \cdot HTML \cdot CSS \cdot MATLAB \cdot Revit$ 

 $Platforms \mid Oracle Database \cdot LiveCode \cdot SAP NetWeaver \cdot Java platforms$ 

 $\begin{tabular}{ll} \bf Methodologies \mid Lean \ Engineering/Manufacturing \cdot Six \ Sigma \cdot DMAIC \cdot Agile \ and \ Scrum \cdot Project \ Management \ \cdot \ Kaizen \ or \ Continuous \ Improvement \cdot Change \ Management \ \end{tabular}$ 

Other | AutoCAD · CATIA · SolidWorks · Visual Studio · GitHub · ETABS 3D Modelling

**Languages** | French [Spoken & Written - fluent]  $\cdot$  English [Spoken & Written - fluent]  $\cdot$  Other

**Licenses & Certifications** | Valid driving permit · ASP-Construction – Health and Safety (2019) · CPR (valid until 2025)

#### **EDUCATION**

### Bachelor of Engineering - Software Engineering Co-op

2020 - 2024 (Expected)

Concordia University, Montreal, QC

- Member of the Institute of Co-operative Education
- Relevant Courses:
- GPA:

#### **DEC** in Social Sciences

2019

Champlain College, Saint-Lambert, QC

• Honour Roll (2018)

#### **PROJECTS**

#### Name of Project/Topic (Personal or Academic)

2024 - present

Concordia University, Montreal, QC

- Include 2-3 bullet points to describe the projects goals, how many people were involved, what you did and the results/outcomes of the project (use action verbs to give your experience more impact)
- Think of class projects or assignments and projects done through associations, groups and competitions
- Mention if your project s now being implemented or has received an award/recognition
- Technical skill: highlight the technical knowledge used for the described project

Core Competencies: critical thinking, problem assessment and analysis, adaptability

#### EXTRA-CURRICULAR ACTIVITIES

## Position Title

Sept 2019 - present

Name of the Team or Association/Committee, City, Province

• Provide a brief description of your involvement in the activity



# INSTITUTE FOR CO-OPERATIVE EDUCATION

### **INTERESTS**

Experience Abroad List interesting travels to showcase cultural learnings and put the year in parentheses Reading You can st the genre of books, any industry-related books or other forms of reading material sports You can list your involvement in any sports or competitions and indicate the years of your participation in parentheses

Passions You can mention your areas of passion to showcase a bit of who are outside your educational and work-related experience