**YOUR NAME 123-456-7890 – Hammond, LA – github.com/yourname – linkedin.com/yourname**

**SUMMARY OF QUALIFICATIONS**

* Project management and consulting experience primarily focused upon nonprofit projects, requiring quick turnarounds and extensive troubleshooting
* Proven skills in planning, strategy development, and knowledge of customer and client business processes
* Excellent team-building and management skills with demonstrated success

**EDUCATION**

**Southeastern Louisiana University (SLU)** Hammond, LA Bachelor of Science in Computer Science May 2021

*Thesis: Computerized Enrollment and Student Information Systems*

* Major GPA: 3.84/4.00
* Taylor Opportunity Program for Students Scholarship

**TECHNICAL SKILLS**

* **Programming Languages**: Visual Basic, SQL, C, C++, Java
* **Operating Systems**: Windows NT/ 2000/ XP/ Vista, Linux, Unix
* **Database**: SQL Server, Microsoft (MS) Access, Oracle
* **Software**: JCL, SQL, DB2, MS Visio, MS Excel, MS FrontPage, MS Word

**RELATED EXPERIENCE**

**Blog Writer** Hammond, LA

*SLU Computer Science Department* August 2020 – Present

* Designed a student portal website that allows access to blogs, research articles, and inter-office communication
* Wrote and published 5+ blog posts highlighting current industry trends, meeting monthly deadlines
* Interviewed faculty, staff, and employers ambitiously to generate content for blog posts and other relevant articles

**Financial Network Services, Pty Ltd.**  Sydney, Australia

*Unix Administrator Assistant* June – August 2019

* Operated Unix Hp/Ux 11i in the transferring of files between development and testing regions
* Led team of 4 to configure notebooks and install multilingual software for 6 overseas consultants
* Created user accounts and set permissions and passwords with UNIX - SCO

**PROJECT EXPERIENCE**

**Tangi Humane Society** Hammond, LA

*Web Programming Class*  January 2020 – June 2020

* Served as a project team leader and developed a database to track the adoption of animals proficiently
* Used Visual Basic to effectively establish a new user interface that improved user experience significantly
* Incorporated Java, HTML, and Flash to create an interactive website

**LEADERSHIP EXPERIENCE**

**Pi Kappa Alpha Fraternity, Mu Nu Chapter**  Hammond, LA

*Risk Manager*September 2020 – May 2021

* Regulated and ensured the compliance of campus and chapter safety rules and regulations for 85 members
* Handled regulation violations and distribute appropriate sanctions
* Coordinated 2 educational programs per semester to proactively avoid possible risks

*Treasurer* September 2019 – May 2020

* Managed comprehensive budget of $55,000+ and allocated funds as needed
* Accurately completed all transactions and purchases to ensure proper account balances

**Self**-**Employed Lawn Service** New Orleans, LA *Lawn Maintenance* Seasonal, Summers 2017 – 2019

* Successfully established and retained customer base of 75 homes in local neighborhoods
* Gained advanced experience establishing a small business, including marketing, sales, and financial components

**HONORS & INVOLVEMENT**

* Dean’s List (3 semesters); Presidential Scholar (2 semesters)
* Women in Technology (August 2019 – May 2021)*;* Intramural Soccer (Spring 2019)