

Online Resume Sample (Engineering)

Jane A. Doe

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OBJECTIVE

A full-time System Administrator position utilizing team orientation and problem-solving skills.

EDUCATION

Bachelor of Science, Computer Science, Expected April 20xx
College of Engineering & Applied Science
University of Cincinnati, Cincinnati, OH
GPA: 3.2/4.0

COMPUTER SKILLS

Operating Systems

- Windows 8, Windows NT, Mac(Leopard, Snow Leopard), OS10.6, OSX

MS Office Suite

- Excel, Word, Power Point, Visio

Technologies

- JSP, Servlets, Java Script

Programming Languages

- C, C++, VC++, Java, HTML, Ajax

Design and Analysis

- MS Access Development, Web Page Design
- Database Management and Management Reporting Systems

Databases

- Oracle 9i, SQL, MySQL, MS Access

EXPERIENCE

Network Administrator Co-op

Cincinnati Bell, Cincinnati, OH June 20xx – present

- Administrator of three computer networks in different locations
- Provider of technical support for 200 employees

Website Designer

Self-employed, Cincinnati, OH June 20xx – present

- Designer of website for the University of Cincinnati, CBA Alumni Foundation
- www.career@uc.edu/cba/cbaalum3

Information Systems Co-op

J. C. Bradford & Co., Nashville, TN June 20xx – August 20xx

- Worked with a variety of aspects of enterprise networking in a Windows NT/XP environment
- Automated departmental software deployment
- Researched and developed TCP/IP streaming audio and video broadcast

ACTIVITIES

Member, Association of Information Technology Professionals: 20xx – Present

House Manager, Kappa Sigma Fraternity: 20xx

Alumni Chairman, Kappa Sigma Fraternity: 20xx – 20xx