

Jon Smith

604 Harmony Lane ♦ Pleasantville, CA 94588
yourname@mail.com

(925) 123-4567

Objective: I am looking for a position that would allow me to put in practice my skills as a dedicated team player while assisting the teacher in creating an atmosphere that would help in the holistic and all round development of children.

Experience: *FLORIDA ATLANTIC UNIVERSITY* *Boca Raton, Florida*
Teacher Assistant 2009 to Present

Interned in undergraduate classroom by teaching Anatomy and Physiology Lab, creating, administering, and correcting tests, recording attendance, and exercising good conduct.

- ♦ Assisted students by providing individualized instruction based on observation.
- ♦ Produced narrative reports to inform parents of progress and challenges.
- ♦ Managed classrooms, followed classroom outlines, and provided instruction.

MR RON STERLING *Lake Worth, Florida*
Maintenance/Accounting 2006 to 2009

Function efficiently as part of a team consisting of up to ten members. Manage and perform general maintenance duties, including painting, construction and general grounds upkeep.

- ♦ General Accounting
- ♦ Repair and install plumbing, electrical wiring
- ♦ Perform residential construction
- ♦ Handle a wide range of carpentry jobs

Volunteer Work Experience:

WELLNESS ADVOCATE VOLUNTEER *Boca Raton, Florida*
EDUCATORS

2005 to 2006

Activities on campus concentrate on teaching and promoting healthy lifestyle and teaching the health risks associated with smoking, drinking and driving, and drug and alcohol abuse among other subjects. Participated in annual conferences.

Research Experience:

FLORIDA ATLANTIC UNIVERSITY *Boca Raton, Florida*
Directed Independent Study 2004 to 2005

Acknowledged for my participation in Master's thesis project with Mr. James Smith, Sulfide Effects On *Thalassia Testudinum* Carbon Balance And Adenylate Energy Charge

Assisted Miss Erin C. Sterling on her Master's thesis project, A Comparative Approach To Understanding Hatchling Sea Turtle Metabolism During Emergence. Obtain field experience in collecting blood samples, taking temperature readings, collecting air samples from relocated nest chambers, relocating nests, and by determining other factors.

Education: *FLORIDA ATLANTIC UNIVERSITY* *Boca Raton, Florida*
Masters, Biological Sciences 2004

FLORIDA ATLANTIC UNIVERSITY *Boca Raton, Florida*
Bachelor of Science, Biological Sciences - Premedical 2002
/ Pre-professional Studies

Additional Skills:

- ◇ Intermediate Spanish Speaker.
- ◇ Computer skills and Internet savvy
- ◇ Teaching Practices, Classroom Dynamics, Lecture Techniques
- ◇ Well-Developed Communication Skills
- ◇ Skilled in team teaching and interfacing with students, colleagues, and administration
- ◇ Team Building, Training, and Development

References: Available upon request