

SAMPLE STUDENT

Palatine, IL 60067

847.555.1212

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www.linkedin.com/in/samplestudent

DATABASE MANAGEMENT

TECHNICAL SKILLS

Languages: BASIC, HTML, CSS

Databases: Oracle, MS-SQL, MySQL, DB2, Filestream

Operating Systems: Windows, UNIX

Applications: SQL-Loader, SQL Navigator, Forte for Java

EDUCATION

Harper College, Palatine, IL

Associate in Applied Science: Information Systems Degree

Database Management Certificate

Phi Theta Kappa

Anticipated Graduation May 20xx

December 20xx

EXPERIENCE

Best Buy, Schaumburg, IL

Geek Squad Cadet

October 20xx to Present

- Travel to client's home and perform delivery and basic installation of home theaters, computers and satellite and multi-room audio systems
- Provide technical advice and assistance in operating of new products
- Order, receive and transport parts for product diagnosis and parts installation
- Utilize strong customer service skills and act as Best Buy representative and consultant
- Complete all administrative paperwork in timely manner

Harper College, Palatine, IL

Information Technology Student Aide

January 20xx to Present

- Assist Harper students, faculty and staff with questions and problems related to the use of computer equipment and software applications
- Manage front desk, enforce computer lab rules and maintain appropriate environment
- Report all hardware and software problems to service desk

VOLUNTEER EXPERIENCE

Bridge Youth and Family Services, Des Plaines, IL

Technology Volunteer

April 20xx to Present

- Assist organization with social media updates and website construction
- Teach clients basic computer skills and Microsoft Office

ACTIVITIES

Harper College, Palatine, IL

Environmental Club

August 20xx to Present