

NAME
Address
City, State, Zip
Phone Number
E-mail Address

OBJECTIVE

Career Services Work Study

EDUCATION

Piedmont Virginia Community College, Charlottesville, VA
Associate in Applied Science, Business Management, expected May 2007
GPA 3.0; Major GPA 3.6

Or

Piedmont Virginia Community College, Charlottesville, VA
Business Management Program, 2003-Present

HONORS AND AWARDS

National Honor Society, Deans List

RELEVANT COURSES

Principles of Business Management, Public Speaking, Career Planning

EXPERIENCE

SNL Financial, Charlottesville, VA 2003-2005
Investments Researcher

- Researched stock market, chose stock to follow for project, gave presentation on stock and company.
- Chose stock with highest percentage increase for project.

Valnes Well Drilling, Inc., Morris, MN 2002-2003
Well Driller/Laborer

- Installed underground sprinkling systems
- Installed and maintained residential and commercial wells.

Glenside Golf Course, Morris, MN. Fall 2001
Lead Groundskeeper

- Supervised crew of two groundskeepers.
- Mowed grass, trimmed trees, general maintenance.

COMPUTER SKILLS

Microsoft Word, Excel, PowerPoint, Outlook, Internet

REFERENCES

Available upon request