

RESUME EXAMPLE I (AFTER PROGRAM)

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EDUCATION

DUKE UNIVERSITY DURHAM, NC
Master of Engineering Management (GPA 3.962) **May 2012**

UNIVERSITY OF ROCHESTER ROCHESTER, NY
Bachelor of Science in Biomedical Engineering (GPA 3.80) **May 2011**
Minor in Chemical Engineering (GPA 3.88) **May 2011**
Minor in Business (GPA 4.00) **May 2011**

EXPERIENCE

SPINE WAVE, INC. DURHAM, NC
Duke University Student Consultant **August 2011 – December 2011**

- Via practicum program, analyzed global market opportunity and strategy for novel product line
- Formulated a business plan to be used to solicit internal and external investment for device commercialization
- Made recommendations on investment timing, path to market, and mitigation of risks through execution and analysis of primary and secondary research

SIMPORE, INC. WEST HENRIETTA, NY
Technical Support Specialist (Intern) **May 2011 – December 2011**

SiMPore, Inc. is a technical entrepreneurial venture that was founded in 2008

- *Reporting* – Wrote concise summaries of market and development research results weekly to share with management, marketing, and sales teams
- *Inside Sales* – Performed market research to identify and qualify new leads and potential markets; Utilized consultative selling skills to overcome objections, build relationships, and turn cold canvassing into sales
- *Marketing* – Developed marketing materials and technical user manuals for life science nano-filter products; Researched competitors to determine how to position new products in the marketplace
- *Application Development* – Tracked and organized beta testing and customer feedback to encourage informed decision-making concerning product design changes and criteria for targeting customers
- *Business Development* – Researched life science companies to explore potential partnerships; Created introductory materials for partnerships with corporate entities; Participated in meetings with corporate representatives

YALE UNIVERSITY NEW HAVEN, CT
Biomedical Engineering Summer Intern **Summer 2010**

- Planned, organized, and executed experiments; purchased materials; collected and analyzed results
- Drew conclusions about process and results to determine future directions for optimization
- Presented scientific poster and documented findings in technical report for Primary Investigator and laboratory peers

LEADERSHIP AND EXTRACURRICULAR ACTIVITIES

DUKE UNIVERSITY DURHAM, NC
Director – MEM Career Development and Alumni Relations Committee **Fall 2011 – Spring 2012**

- Managed committee of 8 peers, set clear and measurable objectives, and integrated plans with available resources
- Oversaw budget and supervised planning through execution of networking initiatives and career-related projects
- Led sub-team for large data analysis project to make recommendations to program administration

UNIVERSITY OF ROCHESTER ROCHESTER, NY
Residential Advisor **Fall 2009 – Spring 2011**

- Met student needs by designing, planning, and implementing programs that promoted community
- Appropriated and managed budgets for residential halls on campus and completed all reimbursements for programming

Admissions Student Representative **Summer 2008 – Spring 2011**

- Managed and trained 45 peers, presented formal group sessions for up to 40 students and their families on campus, and developed reporting skills to document interview conversations
- Provided information about academics, residential areas, student life, and application process to prospective students during information sessions, campus tours, interviews, and via online exchanges

Society of Women Engineers **Fall 2007 – Spring 2011**

- Coordinated 3 Girl Scout workshops on campus as a project leader for the Community Outreach committee
- Managed teams of 6-8 peers in planning and execution of the event each year