

FULL NAME

Address

Phone:, Email:, LinkedIn URL

Targeted Professional Field (ex: Sustainability Professional)

SKILLS SUMMARY *(List skills in job posting that you have)*

Research & Analytical Skills, Report Writing, Life Cycle Assessment (LCA), Project Management, Ability to Convey Technical Topics to Lay Audiences, Public Speaking, Energy Assessments, Ability to Work in Diverse Teams, Project Management, Computer: Advanced Microsoft Office (Word, Excel, PowerPoint), Adobe (Photoshop, InDesign, Illustrator)

EDUCATION

University of Michigan School of Natural Resources and Environment (Ann Arbor, MI)

- **Master of Science**, Natural Resources and Environment: Sustainable Systems, 2016
- **Certificate, Industrial Ecology**, 2016
- **Dow Sustainability Fellow**
- GPA: *include if 3.5 or higher or note any academic honors*
- President, University of Michigan, SNRE Student Government
- Relevant Courses: Life Cycle Assessment (LCA), Environmental Economics, Conflict Management

University of Toledo (Toledo, OH)

- **Bachelor of Arts**, History, Magna Cum Laude, May 2014
- Captain, University of Toledo Soccer Team

WORK EXPERIENCE *[Internships, jobs, significant volunteer work, academic research positions, projects, etc.]*

Employer Name, Job Title (City, State) Month & Year started–Month & Year ended

- *Bullets should begin with strong action verb and accurately convey highest level of leadership (“managed” vs. “coordinated”)*
- *Bullets should convey outcomes, accomplishments, results and numbers whenever possible*
- *Bullets should convey skills listed in job posting (most relevant bullets at top)*

Aurora Organic Dairy, Student Research Consultant (Boulder, CO) February 2015-present

- Conducted Life Cycle Assessment (LCA) with interdisciplinary team of four students to assess carbon emissions from the production of a gallon of organic milk
- Developed baseline carbon emissions data to identify strategies that will reduce carbon emissions in milk production
- Featured in a Wall Street Journal article and gained national attention for our team’s research efforts

Environmental Defense Fund, Climate Corps Fellow (Washington, DC) June 2015-August 2015

- Conducted baseline energy assessments for a major utility company
- Wrote a report outlining suggestions to reduce utility company’s energy consumption. The company adopted my recommendations which led to an annual savings of \$1.5 million in energy costs

University of Michigan, Graduate Student Instructor (GSI) (Ann Arbor, MI) September 2014-April 2015

- Selected for highly competitive teaching position for an entry-level sustainability course
- Conveyed highly technical scientific topics to students from diverse backgrounds
- Balanced a full load of graduate courses, worked 20 hours/ week, and maintained a high GPA

ADDITIONAL

- **Professional Memberships:** International Society of Sustainability Professionals (2016)
- **Languages:** Spanish (speaking and writing), Chinese: Cantonese & Mandarin (speaking and writing)
- *Optional: one accomplishment of interest* (example: Summited 3 mountains with elevations greater than 19,000 feet)