**SAMPLE STUDENT**

Palatine, IL 60045

847.555.1212

[samplestudent@gmail.com](mailto:samplestudent@gmail.com)

[www.linkedin.com/in/samplestudent](file:///D:\Resuumes%202019\www.linkedin.com\in\samplestudent)

**ELECTRONICS ENGINEERING TECHNICIAN**

Highly skilled and detail-oriented electronics technician with hands-on experience testing, troubleshooting, completing board-level repairs, debugging, and installation and maintenance of industrial electronic systems. Exceptional communication, interpersonal, organization, and problem-solving skills. Ability to work collaboratively on a team and independently to complete projects efficiently.

**EDUCATION**

Harper College, Palatine, IL

Associate in Applied Science:

Electronics Engineering Technology Degree Anticipated Completion May 20xx

Industrial Maintenance Certificate May 20xx

Electronics Certificate December 20xx

**RELEVANT COURSEWORK**

DC Network Analysis AC Network Analysis Digital Electronics

Optics and Sensors Semiconductor Devices and Circuits Industrial Control Systems

Programmable Logic Controllers Computer Logic & Programming Tech Communication Systems

Commercial Wiring Embedded Microcontroller/Processing Systems

**INTERNSHIP EXPERIENCE**

**Electronics Engineering Technician Intern** June 20xx to Present

Reotech, Inc., Chicago, IL

* Test, debug, and install electrical components
* Ensure compatibility of system supplied by Reotech with customer systems
* Train customers in electrical operations and maintenance
* Participate in electrical installation print review, electrical assembly, and electrical testing
* Operate in a team environment and communicate clearly
* Prepare components for shipment to project sites

**EXPERIENCE**

**Mortgage Loan Processor** January 20xx to August 20xx

JP Chase Morgan, Schaumburg, IL

* Obtained all documentation for high-end mortgages
* Reviewed tax returns for completeness before submitting to underwriting
* Contacted mortgage advisors for missing items to expedite underwriting process
* Collaborated with managers and team members to achieve company goals
* Scanned documents to system files to maintain paperless environment
* Reviewed title commitments to make sure title was clear of any liens

**VOLUNTEER EXPERIENCE**

**Volunteer Buddy / Sales Assistant** May 20xx to Present

Clearbrook, Arlington Heights, IL

* Assist adults with disabilities in sports programs and activities
* Sell, stock and sort merchandise in resale store