**SAMPLE STUDENT**

Palatine, IL 60067 | 847.555.1212

[samplestudent@gmail.com](mailto:samplestudent@gmail.com) | [www.linkedin.com/in/samplestudent](http://www.linkedin.com/in/samplestudent)

**DATABASE MANAGEMENT**

Motivated and skilled professional with experience in databases, operating systems, and database applications. Fast learner with new technology and confident when solving customer concerns. Strong communication, analytical, and customer service skills. Ability to work independently or in a team environment in a fast-paced environment.

**TECHNICAL SKILLS**

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 Anticipated Graduation May 20xx

Software Development Certificate December 20xx

Phi Theta Kappa

**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 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 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 such as Microsoft Office

**ACTIVITIES**

Harper College, Palatine, IL

Environmental Club August 20xx to Present