

Ima Sample

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OBJECTIVE

To obtain a full time position as an Instrumentation Technician where I can implement my industry-specific skills to XYZ Company in order to help expand the new Electronics Department

EDUCATION

Valencia College

Associate in Science in Electronics Engineering Technology

Specialization in Telecommunications and Wireless Technology

GPA 3.2

Orlando, FL

May 20xx

RELEVANT EXPERIENCE

Intern, Research and Development

Motorola, Inc.

Orlando, FL

January 20xx – April 20xx

- Performed battery life testing and evaluation on batteries under redesign
- Analyzed and performed troubleshooting to reporting system and board-level issues
- Assisted with the instrumentation of mobile computers for further testing

Office Assistant

RGS Electrical Services

Orlando, FL

July 20xx – January 20xx

- Assisted with the development of cost estimates and maintained budget
- Managed and organized office files and accounting records
- Assisted in obtaining permits for various projects

ADDITIONAL EXPERIENCE

Sales Associate

Macy's

Orlando, FL

December 20xx – July 20xx

- Assisted customers with merchandise selection and sales transactions
- Maintained an orderly sales floor and stocked merchandise

SKILLS

Computer: Proficient in AutoCAD, Microsoft Word, Excel, Access and PowerPoint

Language: Fluent in English and Portuguese; Basic Spanish

HONORS

Dean's List: Fall 20xx, Spring 20xx

Florida Bright Futures Scholar

ACTIVITIES/LEADERSHIP

Student Government Association, **Treasurer**

September 20xx – Present

- Manage finances and allocate funds to student organizations

Meals on Wheels, **Community Volunteer**

June 20xx – Present

- Deliver meals to senior members of the community

Career Action Distinction

Spring 20xx

- Completed career preparation progra