

FIRST LAST

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Edwardsville, IL 62025
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EDUCATION

Southern Illinois University Edwardsville (SIUE)	Edwardsville, IL
Bachelor of Science in Integrative Studies	Expected May 2025
Focus Area: Psychology and Business Administration	GPA 3.1
Lewis & Clark Community College	Alton, IL
Associates Degree in Science – Transferred to SIUE	2022-2023

RELEVANT COURSES

Understanding the Business Environment	Managing Group Projects
Global Cultures, Race, and Equity Education	Principles of Linguistics
Industrial/Organizational Psychology	Psychological Test and Measures

INTERNSHIP

Talent Acquisition Intern	Summer 2024
Amazing Company	St. Louis, MO
<ul style="list-style-type: none">• Worked with specialist to learn recruitment for all levels of the organization• Administered and interpreted psychological testing as part of recruitment process• Reviewed resumes, completed initial screen and interview of applicants• Sent appropriate correspondence to applicants not hired	

WORK EXPERIENCE

Golf Course Grounds Work	Summer 2022 & 2023
SIUE	Edwardsville, IL
<ul style="list-style-type: none">• Worked to ensure golf course playability and ensure pleasing aesthetics• Followed safety procedures for operating large grounds work machinery	

SKILLS

Microsoft Office Suite, Canva, Google Docs, Zoom

VOLUNTEER WORK

Glen/Ed Food Panty	August 2023-present
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Sample Resume – Please contact us for additional assistance.

SIUE Career Development Center | (618) 650-3708 | careerdevelopment@siue.edu