*Senior Example – Recruiting/Engineering*

**Name** Name@Bowiestate.edu (XXX) XXX-XXX

## Education

**HARVARD UNIVERSITY** Bowie, MA

Bachelor of Computer Science, GPA: xx/4.0 May 2024

Relevant Coursework: Computational Theory. Operating Systems. Compilers. Microprocessors. Intelligent Machines: Perception, Learning, and Uncertainty. Design of Usable Interactive Systems. Computer Networks. Commit 20 hours per week to the Harvard Varsity Lacrosse Program.

**IRVINE HIGH SCHOOL** *(section can be removed to get more space to keep one page)* Irvine, CA

Graduated with high honors. SAT I: M:780 V:760. May 2018 National Merit Scholar Finalist. Member of Varsity Lacrosse Team.

## Technical Skills

**Programming:** C, C++, C#, PHP/MySQL, Scheme, Perl, Python, MATLAB, JavaScript, OCaml.

**Operating Systems:** Windows 10 / 8 / 7, MAC OS X and Linux.

**Web Design/Portfolio:** Designed [www.abc.com,](http://www.abc.com/) [www.xyz.com](http://www.xyz.com/)

# MICROSOFT

## Software Engineering Intern

**Relevant Experience**

New York, NY June - August 2021

Designed and implemented a productivity add-on for Office using C# and VSTO in .NET framework to automate and synchronize activity reporting. Created testing and demonstration suites for software.

# HARVARD UNIVERSITY

## Teaching Fellow, Introduction to Computer Science

Cambridge, MA September 2020 – May 2021

Taught class of 21 students to program in C, PHP, JavaScript, and object-oriented concepts. Maintained weekly office hours and problem-solving sessions. Graded problem sets and exams.

# TECH HILLS

## Technology Intern

Laguna Hills, CA June - August 2020

Implemented new web site (www.techhills.com), including back end database storage system and dynamic web pages. Developed and conducted usability tests, implementing enhancements to improve user experience.

**Leadership/Affiliations**

# HARVARD COMPUTER SOCIETY

**Membership Coordinator / Board Member** January 2021 - Present Organized marketing and advertising campaign, resulting in a 20% increase in membership Coordinated tech conference and networking reception for thirty professionals and 75 students. Upgraded and enhanced website.

# HARVARD COLLEGE MARATHON CHALLENGE

**Training Program Director** January - May 2020

Developed training program for 25 charity runners. Raised over $25,000 to support Phillips Brooks House Association and The Cambridge Food Project.

**Awards/ Honors**

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* **Dean’s List, Parkdale High School** 2016-2018
* **FIRST Robotics**
	+ Designed, built and programmed a robot for

State-wide competition