

SAM SMITH

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OBJECTIVE

To obtain a position as a Chemist Technician at Polysciences, Inc.

EDUCATION

Bachelor of Science in Chemistry

Minor in Biology

Shenandoah University, Winchester, VA

Anticipated Graduation: May 2017

Cumulative GPA: 3.2

RELEVANT COURSEWORK

Organic Chemistry

Physical Chemistry

Analytical Chemistry

Inorganic Chemistry

Biochemistry

Instrumental Chemistry

RELEVANT EXPERIENCE

Lab Assistant

Chemistry Department, Shenandoah University, Winchester, VA

August 2016 – Present

- Set up lab equipment and prepare chemical solutions
- Assist faculty member with research projects
- Conduct tests, interpret and analyze data, compile results, and prepare reports

WORK EXPERIENCE

Front Desk Attendant

Econolodge, Winchester, VA

May 2014 – Present

- Promote positive guest relations to all individuals approaching the Front Desk
- Collaborate with vendors to resolve issues with Internet, phone, and in-room movies
- Record guests' comments or complaints, referring customers to managers as needed
- Advise housekeeping staff when rooms have been vacated and are ready for cleaning

CAMPUS INVOLVEMENT

Member, Health and Life Sciences Club, Shenandoah University

Presenter/Organizer, Next Step, Shenandoah University

August 2015 – Present

November 2016

SKILLS

Fluent in Hindi and English

Microsoft Office including Word, Excel, PowerPoint, Publisher, and Access

Google Drive Suite including Docs, Sheets, and Slides