Jeff Jones 1800 Temple Street, Apt. 50 New York, NY 10026 (801) 555-555 johnjacobs@gmail.com

Objective To obtain a Programmer/Analyst position with an established and well

respected manufacturing firm in the Atlanta area

Skills C, C++ and Java

Fluent in Spanish language

Microsoft Office & SPSS for Windows

Education State University of New Jersey 2006-present

• B.A. in Computer Science, 3.63 GPA

• Minor in Spanish

Experience

Well Done Inspection Services

Special Projects Consultant

• Assist with a variety of programming needs

• Help in the development of proprietary software

• Work 12-20 hrs/week while taking a full course load

2007-present

2007-2008

Electrical & Computer Engineering Department

Research Assistant

• Collected and analyzed data

• Interviewed research participants

Subway #12, New Brunswick, NJ 2005-2007

Shift Manager

Managed four person shift crew

Oversaw till

• Transported cash to bank at shift end

Honors

State University of New Jersey Dean's List 2007-2008

Kiwanis Club Community Service Scholarship 2005

Activities

Member, Association of Computing Machines

Member, State University of New Jersey Ski Club