

SAMPLE RESUME — Aspiring Medical Professional

Anna Wellspring, age 15
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I would like to pursue a career in Medical Research. Individuals are living longer, and I believe in renewed health in order to enjoy that longer life span.

RESEARCH FELLOW:

Summer 2005

High school summer science research fellowship program, Ocean State University. Participated in a gene discovery research project that resulted in significant information concerning various cancers. Learned how to formulate and test hypotheses, conducted experiments, collected data, and assisted scientist by participating in analyses. Wrote and submitted a scientific paper on my research project, then entered my project in a science competition where I was awarded second place. Attended seminars and lectures each week; especially enjoyed the question and answer sessions. At the end of the program other fellows and I presented our research projects to our mentors, lab team members, families, and friends.

LABORATORY EXPERIENCE:

Conducted experiments in cell culture lab with science faculty mentors and grew overnight cultures. Assisted in research projects that addressed the causes, prevention, and treatment for heart disease. Prepared solutions and media, aseptic sampling, dilutions, cleaned and set up lab equipment, organized sample rooms, and calibrated thermometers.

TRAINING AND DEVELOPMENT:

Summer 2004

Youth Medical Symposium participant — A program for high school students who demonstrate academic excellence and are interested in a medical career. Topics included ethics in medicine, public policy and health, and medical research options. Was also given a fictitious “patient” for whom I learned to diagnose and develop a treatment plan. Visited several hospitals and laboratories and spent time with physicians, researchers, scientists, nurses, interns, and hospital administrators.

FOUNDER: School Medi-Squad — A 15-member team of CPR-certified students.

At least two students are present at the school’s sporting events in case of an emergency — Begun May 2004

CERTIFICATIONS:

Child and Adult CPR (Cardiopulmonary Resuscitation) / Automated External Defibrillator (AED)

VOLUNTEER: Happy Hands Shelter: serve meals to families, distribute job information, assist in setting up medical screening areas, and distribute toiletries one Saturday every month for four hours. 2003 to Present

COMPUTER SKILLS: Bacertrak (data analysis & retrieval software), Ubiquitrace (statistical analysis software), Microlyst (data management software), Microsoft Word, Excel, Access, and PowerPoint

ACTIVITIES: I enjoy opera. My grandparents buy season tickets to attend productions they like. I happen to enjoy the operas they don’t like, so I get to go to Atlanta (with adult family member) and attend at least three times a year.

EDUCATION: School Name and Address

Abigail Reading, age 12
665 Hope Terrace, Apt. A • Textown, Alaska 67653
E-mail: abbysbooknook@_____.com • Phone: 834.812.3110

EDUCATION

School Name and Address

GOVERNMENT CLASSES — Summer 2005

- United States Presidents
- The Making of Laws
- Running for Congressional Office
- The Declaration of Independence
- The Presidential Election Process

WASHINGTON SCHOLAR

As a result of my community involvement, was chosen to attend the Washington Scholars Public Policy, Science and Technology (PPST) Program held in Washington, DC. Interacted with members of Congress, lobbyists, presidential appointees, journalists, and other officials. Visited congressional offices as well as other national sites. September 2005

ENCOURAGE READING AT AN EARLY AGE

Serve as a Young Reader for local library. For 45 minutes two days a week I read to four-year olds. The Young Reader Program began in 2003 and has more than doubled its participants. My class alone has 8 to 10 children at each reading session. September 2003 to Present

REVIEWER

Along with other Young Readers, review books one month in advance for upcoming reading sessions. Make and post flyers on library community bulletin board outlining reading session dates, times, locations, and cancellations. September 2003 to Present

SPANISH BOOK CLUB FOUNDER

Have been taking Spanish in school since 2001 and in 2003 formed a Spanish book club and put together a suggested reading list of Spanish authors. Our Spanish book club now reads a minimum of three books a year from this list.

AWARDS

Presented with the 2004 Community Service Award for Youth — given by the state of Alaska Recipients of the award have significantly contributed to humanities, education, science, the arts, family, public policy, or other areas, in a way that benefits the development of gifts and talents in young people.

NEWSPAPER FEATURE

Featured in local newspaper for being among 25 students chosen to go to Washington, DC for the PPST Program and for the Community Service Award.

COMPUTER SOFTWARE AND SKILLS

SpectroWord (encyclopedia), Microsoft Word, Excel, Outlook, Lotus Notes, and the Internet