**Sample Resume**

Address. Phone:

**Name**

Email:

**Education** August 2000–Dec. 2005 Sonoma State University Rohnert Park, CA

# Applied Physics Major

* Minor in Business Administration
* President of Society of Physics Students, SSU Chapter
* Awarded Horace L. Newkirk Assistantship, Spring 2005
* Michael and Sheila McQuillen Summer Research Award, Summer 2004

Sept. 1996– June 2000 West Morris Central H.S. Chester, NJ

* Won a CAD design contest: Optical telescope drawing for new national facility (LSST)
* Member of Technology Students Association
* Member of On-Belay

**Work Experience** June 2005–Present 3M Saint Paul, MN

# Optical Systems Division Laboratory Internship

* Led a team to characterize the Gage R&R for two OSD camera systems
* Developed test methods for communicating brightness enhancement data in terms of battery life for OEM’s
* Analyzed prism and polarizing film combinations to improve gain in Apple notebook displays
* Customer Six Sigma project (Dell & HP) to characterize and improve display failure modes in the field

August 2004–May 2005 SSU Bookstore Rohnert Park, CA

# SSU Bookstore Webmaster

* Handled the upkeep of data and information on Sonoma State University’s Bookstore, Dining, Housing, and General Services webpage servers
* Restructured database systems to improve efficiency

July 2003–July 2004 SSU Bookstore Rohnert Park, CA

# Merchandise and Cashier Manager

* Managed bookstore opening and closing operations
* Supervised daily cash flow and assisted cashiers
* Handled the security of bookstore merchandise

January 2003–May 2003 Rohnert Park, CA

# Physics Tutor

* Assisted a student in his physics courses by explaining concepts that helped him complete his homework and prepare for tests

1999–2001 Lucent Technologies Murray Hill, NJ

# Winter & Summer Intern, Optical MEMS Department

* Engineering assistant in the Lambda Router production and design laboratory
* Assembled components in the device fabrication process
* Contributed to the testing and performance analysis of the router

# Additional Experience

September 2003–Present Rohnert Park, CA

# Lab Research Experience

* Preformed experiments on optical latching MEMS switches to determine optimal performance
* Integrated optical spectrum analyzers, digital oscilloscopes, and frequency generators into experiment analysis
* Investigated the quality of thin films using a Scanning Electron and Atomic Force Microscopy
* Developed MathCAD programs for the acoustic analysis of baroque and contemporary bassoon reed harmonic data

September 2002–Present Rohnert Park, CA

# Volunteer Service

* Engaged in lab development of the Cerent Photonics and Keck Laboratories at SSU
* Preformed trial experiments for possible class use
* Collaborated with computer engineers from Cisco Systems on department webpage construction and maintenance
* Collaborated with a telecommunications team on department promotional web sites and programs

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| --- | --- | --- |
| **References** | John Gates  **Head Optical MEMS Dept.** | Bell Labs, Lucent Technologies |
|  | * Email: [jvg@lucent.com](mailto:jvg@lucent.com) |  |
|  | Bryant Hichwa | Sonoma State University |
|  | **Professor** |  |
|  | • Telephone: (707) 664-2256   * Email: [bryant.hichwa@sonoma.edu](mailto:bryant.hichwa@sonoma.edu) |  |

**A Resume must be no more than 2 sides of one page. For Business and Industry positions, not academia or academically related labs (these requires a CV). A CV is usually two or more pages, single sided. In both cases, the CV and Resume present a thumb nail sketch of your background. Any explanation of the details of items therein belong in the Personal Statement.**