

Jill Doe

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OBJECTIVE

Summer lab assistant position with ABC Biology Laboratory engaging in genetic analysis.

HIGHLIGHT OF QUALIFICATIONS

- Experienced in lab standards, record-keeping, and data analysis
- Ability to work within a team to achieve a common goal
- Prioritize tasks and plan multiple projects to effectively use time
- Educated in genetics, population effects on hereditary traits, and structure of DNA
- Trained in lab safety, WHMIS, First Aid, and lab protocols

EDUCATION

Bachelor of Science: Biology 2016-Present

- Trent University, Peterborough ON
- Relevant Courses: Population Genetics; Molecular Biology

RELEVANT SKILLS

Technical Skills

- Practice in basic lab techniques including pipetting, burette reading, and gel preparation
- Proficient in the sterilization, maintenance, and proper care of lab equipment
- Understanding of terminology and techniques used in the genetic field
- Trained in lab incidence response with First Aid, Safety, and WHMIS training
- Expert knowledge of Microsoft Excel, Word, and PowerPoint

Analysis and Communication Skills

- Analyzed data and reported results in concise reports, with proper referencing
- Compiled results, performed statistical analysis using Excel, and presented reports
- Effectively communicated complex knowledge understandably to a wide range of audiences
- Managed program promotion, documentation, and customer service simultaneously
- Devised timelines and planned learning pathways for multiple clients

WORK EXPERIENCE

Tim Hortons, Cashier (part time) 2016-Present

VOLUNTEER EXPERIENCE

In-Community Volunteer, Canadian Blood Services 2016-Present

Biology Undergraduate Society Vice President, Trent University 2018-Present

Biology Undergraduate Society Tutor Coordinator, Trent University 2017-2018

CERTIFICATIONS AND TRAINING

- Standard First Aid with CPR-C Certification 2017
- AODA Training; WHMIS Training; Lab Safety Training 2016

References Available