

# Bobbette Bearcat

**Current Address**  
800 University Drive  
Maryville, MO 64468  
(555) 555-5555

bobbette@bearcat.com

**Permanent Address**  
35 Bearcat Way  
Bearcat, MO 64460  
(555) 555-5555

Social Security Number: 123-45-6789

Veteran's Preference: None

Country of Citizenship: United States

Highest Federal Civilian Grade Held: None

Date of Birth: September 23, 1988

## Objective

Park Ranger, GS-0025-05/07, National Park Service  
Announcement Number, CK111886DR

## Education

Bachelor of Science, Wildlife Ecology, April 2009  
Northwest Missouri State University, 800 University Drive, Maryville, MO 64468  
GPA: Overall: 3.0/4.0 Major: 3.6/4.0  
Graduated Cum Laude

High School Diploma, May 2005  
Maryville High School, 1429 S. Munn, Maryville, MO 64468

## Undergraduate Research Paper

*Creating Effective Educational Displays.* Conference paper presented at The Society of Wildlife Ecologists Conference at Lake Ozarks, MO May 2007. The paper explores successful educational displays and their targeted age groups at various local refuges.

## Work Experience

Northwest Missouri State University, 800 University Drive, Maryville, MO 64468  
Zoology Lab Tutor, December 2007-Present, 10 hours per week, \$5.85/hour  
Supervisor: Dr. Tim Nealon (555) 555-5555, contact may be made

- Tutor 12 students in the basic principles of Zoology
- Collaborate in dissections and lab reports
- Assist in proctoring and grading exams

Squaw Creek National Wildlife Refuge, 300 Wildlife Road, Mound City, MO 64470  
Maintenance Assistant, September-December 2007, 5 hours/week, volunteer  
Supervisor, Kim Angelo (555) 555-5555, contact may be made

- Maintained an attractive appearance in the park area
- Created fliers and informational brochures to encourage tourist visits
- Aged and sexed deer during rifle season

YMCA of the Ozarks, Camp Lakewood, RR 2 Box 240, Potosi, MO 63664  
Nature Center Assistant, May 2006-August 2007, Full-time, \$7.00/hour  
Supervisor: Bill McWild (555) 555-5555, contact may be made

- Maintained nature center
- Provided environmental education to over 100 summer visitors
- Assisted with camper recreation program
- Developed raccoon education program designed for students ages 9-13

Nodaway County Humane Society, 1212 Main St., Maryville, MO 64468  
Volunteer, August 2005-May 2006

Supervisor: Mike Isaac, (555) 555-5555, contact may be made

- Created web site to increase shelter’s visibility resulting in a 5 percent increase in adoption activity
- Cared for approximately 25 dogs and cats
- Maintained shelter’s vaccinations and adoption records

Timba’s Bar and Grille, 1313 Oak St., Bearcat, MO 64460  
Server, April 2004-August 2005, Part-time, 15 hours/week, \$6.00/hour  
Supervisor, Jim Timba, (555) 555-5555, contact may be made

- Provided excellent service to approximately 50 tables of customers per night
- Successfully promoted menu specials
- Consistently earned highest tips

Wal-Mart, 300 Bearcat Drive, Bearcat, MO 64460  
Cashier, August 2003-May 2004, Part-time, 25 hours/week, \$5.15/hour  
Supervisor, Tom Catt, (555) 555-5555, contact may be made

- Conducted cash register transactions in a busy retail environment
- Responsible for till containing approximately \$1000
- Provided excellent customer service to diverse clientele

Sonic, 450 South Elm, Bearcat, MO 64460  
Carhop, June 2002-August 2003, Part-time, 10 hours/week, \$4.85/hour  
Supervisor, Tina Casey, (555) 555-5555, contact may be made

- Interacted with diverse clientele
- Responsible for cash totaling approximately \$300 per shift

**Activities/Honors**

Beta, Beta, Beta (Biological Honor Society)	March 2006-Present
Mortar Board National Honor Society	March 2006-Present
Alpha Chi Honor Society	January 2006
Academic Honor Roll	December 2005-April 2007
102 River Wildlife Club	December 2005-April 2007

**Computer Skills**

Microsoft Word, Excel, PowerPoint, Access, and Publisher, Internet Research