

SAMPLE ONLY - WHILE THE SCHOOLS AND COMPANIES USED IN THIS RÉSUMÉ ARE REAL, THE PERSON IS FICTITIONAL. ANY RESEMBLANCE TO REAL PERSONS, LIVING OR DEAD, IS PURELY COINCIDENTAL

Sandra Cooke

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OBJECTIVE

Seeking a full time Entry Level Chemical Engineering Technologist position with Atomic Energy

QUALIFICATIONS

- Ability to maintain and troubleshoot processes and laboratory equipment
- Knowledge of engineering theories, practices, and procedures
- Effective time management and multi-tasking skills
- Strong understanding of MS Office software
- Experience performing statistical calculations to report the results of analyses and tests
- Prior experience with supervisor and management roles

EDUCATION

Chemical Engineering Technologist Advanced Diploma Program

Loyalist College, Belleville, ON – 2015

- *Courses relating to this position include: Chemical Engineering, Extraction Technology, Food Chemistry, Polymer Chemistry and Radiochemistry*

Ontario Secondary School Diploma

Moira Secondary School, Belleville, ON – 2012

RELATED EXPERIENCE

Chemical Engineer (1 Month Placement), SGS Lakefield Research - 2015

- Assisted Chemical Engineers with lab tests and reports
- Following organization procedures and policies when completing lab work
- Completed research project and presented to management

PAST EMPLOYMENT

Assistant Manager, Shell Canada, Belleville, ON – 2012-14

- Scheduled staff ensuring peak time demands were met
- Followed health and safety regulations

Sr. Customer Service Representative, Stream International, Belleville, ON – 2010-12

- Remained calm while communicating with irate customers over the phone solving difficult technical issues

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