

Samples ESS Student Resume
201 South 1460 East • Salt Lake City, Utah 84112
801-581-6186 • studentemail@utah.edu

Education

University of Utah
Bachelor of Science, Exercise and Sports Science
Nutrition Minor

Salt Lake City, Utah
Month Year
3.8 GPA

Related College Course Work

Anatomy	Physiology of Fitness	Exercise Programming
Kinesiology	Emergency First Aid	Human Motor Development
Aging and Exercise	Weight Management	Exercise & Health Perspectives
Nutrition Intervention	Cultural Aspects of Food	Healthy Weight for Life

Certifications

CPR Certified	Month Year
ACSM Health/Fitness Instructor Qualified	Month Year (tentative)

Experience

Highland Cove Retirement Community **Sandy, Utah**
Health Specialist Intern Month Year - Present

- Designed and instructed group exercise classes meant to engage the senior population
- Executed performance evaluation testing using body fat calipers and blood pressure cuffs
- Performed fitness tests and advised of results that included an action plan to incorporate healthy lifestyles changes
- Taught nutritional lunch series meant to engage participants in a healthy eating plan

University of Utah **Salt Lake City, Utah**
Residential Advisor Month Year - Month Year

- Developed an educational atmosphere through positive role modeling
- Demonstrated leadership skills with diverse backgrounds and emergency procedures
- Facilitated and created community building to ensure trust and camaraderie among peers and senior staff

Hallmark Cabinets **Salt Lake City, Utah**
Executive Assistant Month Year - Month Year

- Advised customers and delivered outstanding service through one on one feedback and over the phone responses
- Created promotional flyers using Microsoft Publisher to enhance programs public awareness
- Coordinated and communicated well with co-workers to ensure efficiency and equality
- Developed spreadsheets in Microsoft Excel to increase organization and efficiency

Volunteer Work

Friendship Manor **Salt Lake City, Utah**
• Provided company and play board games with senior citizens Month Year - Present

Guadalupe Center **Salt Lake City, Utah**
• Worked with adults learning English as their second language Month Year - Month Year

Health, Society and Policy Sample Resume

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EDUCATION

University of Utah	Location
Bachelors of Science, Health, Society and Policy	Month Year
<i>Business minor</i>	

RELATED COURSE WORK

Business Law	Community Health Issues
Accounting Fundamentals Health	Politics and Budgets
Health Services Administration	Epidemiology
Environmental Health	Management of Nonprofit Organizations
Marketing Vision	Bioethics

RELEVANT EXPERIENCE

HEAL Utah (Healthy Environment Alliance of Utah)	Location
Volunteer Coordinator, Intern	Month Year
<ul style="list-style-type: none">• Created tri-fold pamphlet on air quality and the impact that inversions and other factors leading to poor air quality will have on Salt Lake City's economic development.• Recruited students from the University of Utah to promote awareness of the interconnectedness of air pollution and economic growth through tabling, speaking to groups and distributing information.• Lobbied, along with 40 other volunteers, select legislative members of the Economic Development Task Force to better fund the Division of Air Quality.• Assisted with HEAL Utah events, including press conferences, regulatory hearings and monthly HEAL Community educational nights.	

ARUP Laboratories	Location
Lead Trainer, Processing Technician	Month Year
<ul style="list-style-type: none">• Coordinate daily operations of 4-person specimen processing training group• Conduct all hiring interviews, performance evaluations, scheduling varied shifts• Ensure all procedures done according to section protocol and on deadline• Proficient in use of centrifuges, balance, pipettes, electrophoresis equipment• Prepared blood specimens for laboratory testing – triage, data entry, delivery	

Kearns High School, Granite School District	Location
Volunteer Assistant Wrestling Coach	Month Year
<ul style="list-style-type: none">• Coached 5 boys in lowest weight classes, organized and ran daily practices	

SKILLS

- CPR/AED First Aide Certified
- Medical, health care business terminology, HIPAA
- Working knowledge of conversational Spanish; v competent from diverse high school, workplace, and community experiences

Name

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Education

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Nutrition Minor

Salt Lake City, Utah
Month 20xx
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EDUCATION

University of Utah Bachelors of Science, Health, Society and Policy <i>Business minor</i>	Location Month 20xx
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RELATED COURSE WORK

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RELEVANT EXPERIENCE

HEAL Utah (Healthy Environment Alliance of Utah) Volunteer Coordinator, Intern	Location Month 20xx
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Kearns High School, Granite School District Volunteer Assistant Wrestling Coach	Location Month 20xx
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SKILLS

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- Medical, health care business terminology, HIPAA
- Working knowledge of conversational Spanish; v competent from diverse high school, workplace, and community experiences

Ken E. Seology

123 Market Street
Salt Lake City, UT 84105

434-555-1234
kseology@utah.edu

PROFESSIONAL SKILLS PROFILE:

Fitness and Wellness Professional offering the following:

- 3 years experience leading outdoor activities for children and youth
- CPR and AED certification
- Fluency in American Sign Language
- Proficiency with Microsoft Office Suite (Word, PowerPoint and Excel)

EDUCATION:

BS in Kinesiology, University of Utah, Salt Lake City, UT

Month, Year

- **Minor:** Nutrition
- **Honors:** President's List

RELATED EXPERIENCE:

Teaching Assistant, **University of Utah College of Health**, Salt Lake City, UT

Month Year - Present

- Assist faculty and staff in scheduling student advising appointments
- Field incoming phone calls, student advising issues, and implement problem solving skills as needed
- Create, monitor, and maintain class rosters for 2 faculty members and 5 classes
- Developed research within the Human Performance Lab to gauge the effect of altitude of the performance of NCAA athletes
- Presented research results to 75 peers at the Human Performance symposium
- Facilitated study groups and provided tutoring for 15 to 30 students on various Kinesiology topics

Intern, **PEAK Health and Fitness**, Salt Lake City, UT

Month Year - Month Year

- Developed and taught 3 hour-long group fitness classes each week
- Administered biometric screening for over 30 clients across 3 months to assist in creating personal wellness plans
- Monitored the Body Composition Assessment station and educated clients on the proper usage of the Bod Pod

League Director's Assistant, **Sandy Sports League**, Sandy, UT

MY - MY

- Organized game schedules of over 20 teams within the league
- Managed team scores and website updates
- Established new sponsorship leads, growing support by 10% over a two month period

Assistant Coach, **Salt Lake County Parks and Recreation**, Salt Lake City, UT

MY - MY

- Led practices and taught baseball fundamentals to 20 eleven and twelve year olds
- Encouraged sportsmanship and teamwork through positive coaching and team interaction

WORK EXPERIENCE:

Substitute Teacher, **Amherst County Public Schools**, Amherst, VA

MY - Present

- Teach prepared lesson plans to various grades ranging from K to 5th grade
- Maintain positive learning environments through consistently engaging students with course material

COMMUNITY SERVICE:

- Lynchburg Relay for Life
- Sandy Youth League Volunteer Coaching Staff
- March of Dimes

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