

Your Name

600 W. Park
Hays, KS 67601

(785)555-5555
name@mail.fhsu.edu

EDUCATION

Bachelor of Science in Technology Studies, May 20xx
Concentration: **Technology and Engineering Education**
Fort Hays State University, Hays, KS
GPA 3.74 on a 4.0 scale

TEACHING EXPERIENCE

Student Teacher, Spring 20xx

LaCrosse High School, LaCrosse, KS

- Design, coordinate, and teach woodworking and construction classes
- Develop and implement classroom management techniques

Secondary School Experience, Spring 20xx

Ellis High School, Ellis, KS

- Observed teachers and learned various teaching techniques in woodworking, construction, and drafting classes
- Assisted students with projects and drawings

Early Field Experience, Fall 20xx

Hays Middle School, Hays, KS

- Observed instructor and students in industrial arts class
- Learned new and exciting techniques to challenge students

INTERNSHIP

Manufacturing Intern, Summer 20xx

Adronics/Elrob Manufacturing Company, Hays, KS

- Involved in quality control inspection of parts
- Answered questions related to tolerance issues

OTHER EXPERIENCE

Student Assistant, August 20xx-December 20xx

Technology Department, Fort Hays State University, Hays, KS

- Worked in metals shop and assisted with faculty projects
- Troubleshoot machinery complications and assisted with repairs

Farm Hand, Summers 20xx-20xx

Smith Farms, Anthony, KS

- Operated and maintained equipment including combines, tractors, skid loaders, and trucks

HONORS/ACTIVITIES

Epsilon Pi Tau

Association for Career and Technical Education (ACTE)

FHSU Track & Field Team

Your Name

600 Park St.
Hays KS, 67601

(785)432-5555
name@mail.fhsu.edu

EDUCATION

Bachelor of Science in Technology Studies, May 20xx
Concentration: **Manufacturing Technology**
Fort Hays State University, Hays, KS

QUALIFICATIONS

- Computer experience with Microsoft Office; 2D and 3D CAD applications
- Excellent mechanical fundamentals, equipment literacy
- Team player, excellent people, problem-solving and time management skills

WORK EXPERIENCE

Independent Contractor, April 20xx to present
Global 3-D Arts, Hays, KS

- Check and modify architectural CAD drawings, Renderings, Animations, Multi-Media, Graphic Designs
- Communicate with clients & comprehend what changes need to be made
- Schedule and balance work load to other contractors

Assistant Manager, August 20xx to April 20xx
Wal-Mart, Tire & Lube Express, Hays, KS

- Supervised employees and assisted customers
- Opened and closed the store, counted cash registers and safe
- Managed and recorded inventory

Machine Operator, August 20xx to August 20xx
High Plains Machine Inc., Hays, KS

- Operated lathes, mills, drill press, metal shears, welders, fork lifts, and tractor trailers
- Disassembled and repaired pumping units

HONORS & ACHIEVEMENTS

Award of Excellence in Technology Studies
Epsilon Pi Tau Honorary Fraternity
Who's Who among American College Students
National Society of Collegiate Scholars
Student Alumni Association Member

COMMUNITY SERVICE

Teaming up for Tots Lead, Fall 20xx

- Organized volunteers to craft wooden toys
- Delivered toys to area youth during the holiday season

Your Name

name@mail.fhsu.edu
785-555-5555

EDUCATION:

Bachelor of Science in Technology Studies, May 20xx
Concentration: **Engineering Design Technology**
Certificate: **Leadership Studies**
Fort Hays State University, Hays, KS
GPA: 3.6 on 4.0 scale

QUALIFICATIONS:

- Experience in computer-aided and hand drafting as well as in pastel, watercolor, color pencil, and graphite rendering
- Proficient with AutoCAD, Adobe Photoshop & InDesign
- Excellent communication, teamwork, leadership, problem solving, and time management skills

INTERNSHIP EXPERIENCE:

Draftsman/Intern, Summer 20xx
Architecture Plus, Garden City, KS

- Worked under a registered architect while collaborating with another draftsman
- Developed hand-rendered elevations for many commercial projects
- Developed layout of construction drawings on various projects
- Transferred hand-drafted projects onto AutoCAD
- Designed various smaller projects to be critiqued and revised by principal architect

WORK EXPERIENCE

Office Worker/Landscaper, August 20xx - Present
Commercial Builders, Hays, KS

- Assist in the layout and various building processes of a new homes
- Improve landscaping around company's main office, including digging a pond and planting trees and shrubs
- Answer phones, enter invoices into the computer, and update filing system

Craftsman, September 20xx - May 20xx
RV Furniture, Victoria, KS

- Crafted furniture from raw hardwood to the finished product for fifth wheel campers and RV's

HONORS/ACTIVITIES

- Dean's Honor Roll
- Technology and Engineering Education Collegiate Association

VOLUNTEER EXPERIENCE

- Teaming up for Tots
- Humane Society of the High Plains
- Adopt-a-mile

Your Name

555 Haney St
Hays, KS 67601

(785)-650-5555
name@mail.fhsu.edu

Education

Bachelor of Science in Technology Studies, May 20xx

Emphasis: **Construction Technology**

Fort Hays State University, Hays, KS

GPA: 3.32 on a 4.0 Scale

Associate of Science in Communications Technology, May 20xx

Northwest Kansas Technical College, Goodland, KS

Special Skills

-CDMA and OSHA Certified

-Experience with Microsoft Office, AutoCAD, Inventor, Laser Engravers

Related Experience

Eck and Eck Construction, Hays, KS

Carpenter, August 20xx - Present

-Perform carpenter tasks including framing houses, measuring, cutting, trimming, and power tool use

-Assist in framing roofs and shingling

-Read and interpret plans

-Concrete skills, floating, hand trialing and forming vertical walls

Waffle-Crete International, Hays, KS

Concrete Construction Laborer, September 20xx – August 20xx

-Formed pre-cast concrete panels

-Interpreted plans to measure, and structurally prepare panels prior to pouring concrete

-Experienced in finishing concrete

-Utilized heavy machinery such as ceiling cranes, trucks, tractors and forklifts

Smith Farms, Wakeeney, KS

Farm Labor, Summer 20xx

-Serviced and cleaned equipment prior to field use.

-Familiar with driving tractors, payloaders, swathers, 18 wheelers, tandem trucks, etc.

-Operated equipment during alfalfa cuttings, wheat harvest, and silage cutting periods

Awards/ Organizations

Skills USA Welding Competition – 3rd place

Associated General Contractors of America Association