|  |
| --- |
| **Josh Hayes** (727) 555-03131541 Dearborn Lane, St. Petersburg, FL 33713 jhayes@alcona.net |
| **OBJECTIVE** | Technology writing and editing position in the robotics industry, using research and advanced editing skills to communicate with customers |
| **SUMMARY OF QUALIFICATIONS** | * Two years’ experience in robotics lab for Aerospace Instruction Team
* Excellent interpersonal and communication skills
* Proficiency using Microsoft Word
* Proficiency using page layout and design software
* Fluency in spoken and written Spanish
 |
| **EXPERIENCE** | **Instructional Lab Assistant, Florida Port Community College, St. Petersburg, FL July 2013 to June 2015*** Assist robotics professors with sophisticated experiments
* Set up robotics practice sessions for Aerospace Instruction Team

**Assistant Executive Editor, Tech Today Newsletter, St. Petersburg, FL September 2012 to June 2013*** Wrote and edited articles for popular college technology newsletter
* Responsible for photo editing, cropping, and resizing photos for newsletter
* Received Top College Technology Publication Award

**Teacher’s Assistant, Florida Port Community College, Aerospace Department, St. Petersburg, FL July 2013 to June 2015*** Helped students with homework, explained assignments, organized materials for professor
* Set up robotics lab assignments for students
 |
| **EDUCATION** | **University of South Florida, Tampa, FL** Bachelor of Science, Mechanical Engineering, June 2015 **Florida Port Community College, St. Petersburg, FL** Associate of Arts, Journalism, June 2013 |
| **HONORS AND ACTIVITIES** | * Elected to Pi Tau Sigma, honor society for mechanical engineers
* Qualified for Dean’s List, six semesters
* Student Mentor, help other students in engineering programs
 |