

Will Rogers

(555) 555-5555

resume@somedomain.com

Education

Bachelor of Science in Aerospace Administration and Operations Option in Aviation Security

Oklahoma State University – Stillwater, Oklahoma

Anticipated May 2020

Experience

Internship, Omni Air International – Tulsa, OK Summer 2017

- Assisted in organizing and producing applications sent to FAA
- Helped create and audit contractor training folders
- Performed audits of the flight operations department
- Created report describing security measures implemented and recommended

Job Shadow, FAA Safety Inspector – Oklahoma City, OK Aug. 2017

- Observed safety inspections and helped with written reports
- Learned about federal air regulations and standards of quality

Campus Involvement

Secretary, Flying Aggies

Alpha Eta Rho

OSU Hip Hop Dance Crew

Academic Honors

Dean's Honor Roll

Fall 2011, 2012 & Spring 2013

President's Honor Roll

Fall 2013, Spring 2014

Computer Skills

Microsoft Office: Word, Excel, PowerPoint and Publisher

Familiar with Windows Office and XP operating systems.

Other Work Experience

Stocker, Consumer's IGA – Stillwater, OK

2011-Present

Server, Little Joe's – Happy, OK

2010-2011