

# Jane Doe

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## EDUCATION

**University of Pennsylvania**, Philadelphia, PA

Bachelor of Arts in Biology

Expected May 20XX

Major: Biology; Minor (optional):

GPA: 3.75/4.00

Awards and Honors (optional):

Relevant Coursework (optional):

## RESEARCH EXPERIENCE

**University of Pennsylvania**

Philadelphia, PA

*Undergraduate Researcher in the lab of Dr. Peter Brown*

Sep 20XX-Present

- Analyze gene expression patterns using RNA-FISH in a mouse model of breast cancer to investigate cellular interactions in metastatic breast cancer
- Co-authored a review article published in Journal YY

**Harvard University**

Cambridge, MA

*Undergraduate Summer Researcher in the lab of Dr. Joanna Smith*

May 20XX-Aug 20XX

- Performed <sup>32</sup>P-ATP chase assays to elucidate mechanisms that affect transcription initiation
- Recipient of X and Y summer research fellowship for undergraduate students

## TEACHING AND LEADERSHIP EXPERIENCE

*University of Pennsylvania*, Philadelphia, PA

**Resident Assistant, Office of Residential Life**

Sep 20YY-Present

- Organize bi-weekly events to build community among 100 residents in ABCD College House
- Actively participate in conflict resolution among residents to quickly resolve disputes

*University of Pennsylvania*, Philadelphia, PA

**Teaching Assistant, Department of Biology**

Sep 20XX-Present

- Facilitate weekly office hours to assist 30+ students in an intermediate level biology course
- Design worksheets and practice problems to aid student learning

*University of Pennsylvania*, Philadelphia, PA

**PHINS (Peer Helping Integrate New Students)**

Sep 20YY-May 20XX

- Led small groups of first-year students through new student orientation activities
- Planned and designed orientation events for incoming international freshmen

*Neighborhood High School*, Philadelphia, PA

**Volunteer STEM Mentor**

Oct 20YY-May 20XX

- Mentored 5 local high school students interested in STEM careers
- Developed content to educate students about career options, innovations in STEM, college application resources, summer internships, etc.

*University of Pennsylvania*, Philadelphia, PA

**Laboratory Instructor, Department of Biology**

Sep 20XX-May 20XX

- Spearheaded 1 lab section of 12 students each for 2 semesters of intermediate level biology courses
- Set up laboratory experiments and graded weekly lab reports

## PUBLICATION

Scientist, A., Scientist, B., Scientist, C., **Doe J.**, Brown, P. (20XX). Fascinating Discoveries in Metastatic Breast Cancer. Journal YY, AAAA-BBBB. doi:10.1045/science-xy

## PRESENTATIONS

**Doe, J.** and Scientist, A., “Observing Cellular Interactions in Breast Cancer”. Poster presentation delivered at Symposium Symposium, Columbia University, New York, NY, April 20XX

**Doe, J.**, “Transcription Initiation in a Nutshell”. Poster presentation delivered at Summer Research Conference, Harvard University, Cambridge, MA, Aug 20XX

## SKILLS

- **Laboratory Procedures:** Confocal microscopy, cell culture, IHC, IF, RNA-FISH, transfection and transduction, SEM, *in vitro* transcription reactions with <sup>32</sup>P-ATP, PCR, spectrophotometry, western blotting, bacterial work, etc.
- **Language:** Excellent verbal and written communication skills in English and Spanish.
- **Computer:** Highly proficient in Microsoft Office Suite, R, Adobe Illustrator and Photoshop, ImageJ, GraphPad, Prism