

Jane Weather

(386) 555-5555
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Objective: To obtain a position as a Marine and Tropical Forecaster with the National Weather Service.

Education: Embry-Riddle Aeronautical University
Bachelor of Science in Applied Meteorology
Area of Concentration in *Commercial Weather*
Minor in *Business Administration*
Daytona Beach, FL
December 2012
GPA 3.5

Relevant Coursework: Advanced Meteorology I and II
Weather Information Systems
Current Weather Discussion
Weather Analysis
Forecasting Techniques
Television Broadcasting
Thunderstorms
Applied Climatology
Satellite and Radar Interpretation
Weather Operations Seminar

Work Experience: Laughlin Air Force Base
Student Intern, Base Weather Station
Del Rio, TX
July 2012 – August 2012

- Assisted the civilian meteorologist in developing and implementing a liaison program for the base weather center
- Prepared briefings and meteorological discussions for key base leaders and staff

Embry-Riddle Aeronautical University
Tutor/Student Assistant, Weather Lab
Daytona Beach, FL
May 2011 – December 2011

- Responsible for customer relations
- Handled security and monitored use of over \$100,000 worth of weather equipment
- Provided tours for a wide range of people from university VIPS to grade school students

Embry-Riddle Aeronautical University
Student Assistant, First Year Programs
Daytona Beach, FL
July 2010 – December 2012

- Assisted academic advisors with student files
- Aided students with registration
- Handled customer support for incoming students and phone inquiries

Applebee's Grill and Bar
Server/Kitchen
Port Orange, FL
May 2010 – December 2011

- Served as waitress, hostess and expediter responsible for efficient management of customer services
- Lead expediter and responsible for training incoming expediters and wait staff

Computer Skills: Linux Weather Applications (NMAP, GARP, NWX, NSHARP), OPUP Weather System and FMQ-19 Observing System; Microsoft Word, Excel and PowerPoint

Activities/Membership: American Meteorological Society
Chi Epsilon Pi (Meteorology Honor Society)
National Society of Collegiate Scholars