



Resume Sample - Building Science Major

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Objective

A summer 2014 project management internship with a construction firm utilizing prior management and estimating experience and strong verbal communication skills.

Education

Bachelor of Science in Building Science | May 2015

Auburn University | Auburn, AL

Margins: 1"

Name: Calibri 18 pt

Section Headings: Calibri 12 pt

Content: Calibri 11 pt

Experience

Estimating Intern | May 2013-August 2013

Brasfield & Gorrie | Birmingham, AL

- Collaborated with two estimators to evaluate project costs totaling \$1.2 million
- Developed proposals and presented estimates to upper management
- Communicated effectively with sub-contractors to gather quotes and cost information

Owner | April 2008-August 2011

McCallen Lawn Care | Hoover, AL

- Owned and operated lawn care business servicing 10-15 private lawns per season
- Built clientele by promoting services at community events and in local newspapers
- Managed client payments and maintained accurate records of accounts
- Ensured client satisfaction by carefully maintaining lawn and landscape features

Involvement

Habitat for Humanity volunteer | 2009-present

Social Fraternity | 2011-present

House Manager | 2012-2013

- Maintained facilities and performed minor repairs to fraternity house

Mission trip to Costa Rica | May 2012

- Oversaw construction of a 700 sq ft schoolhouse over a two week period
- Delegated tasks to volunteers to ensure an efficient construction process

Skills

Microsoft Word and Excel | Advanced knowledge

AutoCAD | Basic knowledge