

**Vacancy:** Biological Ambassador for International Programs, ID#23472

**Joe Paul Sample**  
**U.S. Citizen, 123-45-6789**

**Current Address**

1601 E. Market Street, #1234  
Greensboro, NC 27411  
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**Permanent Address**

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Somewhere, TX 13579  
Day Phone: (123) 456-7890  
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Email: [intern@pls.com](mailto:intern@pls.com)

**EDUCATION**

North Carolina A&T State University, Greensboro, NC  
**B.S., Biology with a Minor in Environmental Studies, May 20xx**  
GPA: 3.0

**Environmental Science courses**, Spring 20xx  
Victoria University of Wellington, New Zealand

**ADDITIONAL TRAINING**

- Basic First Aid and CPR for the Professional Rescuer, 20xx, updated 20xx
- Effective Environmental Education Presentations Seminar, 20xx
- Lassen Volcanic National Park, 19xx

**EXPERIENCE**

**Volunteer-in-the-Parks Program, Lassen Volcanic National Park, Mineral CA**

Summer Volunteer Intern

Dates Employed: June 6 – September 15, 20xx

Salary: N/A

Hours per Week: 40+

Supervisor: Mr. Michael Smith, Phone: (123) 456-7890

- Worked closely with interpretive park ranger staff and assisted in projects that included environmental education, wildlife surveying, exhibit design, and program development.
- Planned, designed and taught two Junior Ranger Programs on “Wildlife of Lassen” and “Birds of Lassen.”
- Initiated design, site recognition and creation of an updated Indian Ways Interpretive Trail: “Through the Eyes of an Atsugewi.”
- Conceived the idea and created a hands-on children’s exhibit, “A Closer Look at Lassen” for the Loomis Museum.

**HONORS**

University Dean’s List, 20xx-xx

University Student Ambassador International Student Roundtable, Fall 20xx

**REFERENCES**

Furnished upon request