

## Georgia Sample

601 South College Road  
Wilmington, NC 28403  
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Georgiaj61@uwosh.edu

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### Education

*University of Wisconsin Oshkosh – Oshkosh Wisconsin*

Bachelor of Arts in Political Science – May 2006

*Relevant Coursework:* Modern Political Thought, Techniques of Public Opinion Polling and Contemporary Political Ideologies.

### Relevant Experience

Professional Educators of North Carolina (PENC) – Raleigh, NC May 2004 – present

#### Intern

- Represented PENC at monthly meetings of the Governor's Task Force on Child Violence School Safety in Raleigh
- Attended State Board of Education meetings as well as NC General Assembly sessions
- Developed a series of informational brochures for PENC members attempting National Board for Professional Teaching Standards certification

United Way of Lee County – Sanford, NC

April 2002 –May 2004

#### Intern/Assistant to the Executive Director

- Performed various tasks including field and clerical work
- Assisted with the recruitment of Pacesetter businesses and kicking off the Capital Fundraising Campaign for 2002
- Setup and edited the local United Way brochure and campaign pledge cards, in both English and Spanish

### Work Experience

Moore & Hester, Attorneys at Law – Rocky Mount, NC

June 2000 - March 2002

#### Office Assistant

- Served as first point of contact for existing and prospective clients
- Directed visitors to correct contact person in a friendly manner

UNCW Department of Education – Wilmington, NC

October 2000 – June 2000

#### Tutor

- Provided supplemental instruction to children ages 6-12 in English and Math
- Linked with community resources to create education activities for children

### Computer Skills

MS Word, Excel, Power Point, Access; SPSS, SAS