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| Natalie R. Constantine  (540) 953-5553  [nconst@vt.edu](mailto:nconst@vt.edu) | | |
| **College Address**:  451-L E. Roanoke Street  Blacksburg, VA 24060 | | **Permanent Address:**  1302 Marquis Court  Fallston, MD 21047 |
| **Objective** | Position in for-profit sector assisting organization in natural resource conservation and compliance with environmental laws and regulations. | |
| **Education** | **B.A. Economics,** May 20XX  **B.S. Natural Resources, Environmental Resource Management**, December 20XX  Virginia Polytechnic Institute and State University (Virginia Tech), Blacksburg, Virginia GPA 3.6/4.0 **International Studies on Sustainability in Europe**, Summer 20XX | |
| Experience | **Legal Assistant**, Mark R. Stanley, Attorney at Law, Christiansburg, Virginia  April 20XX – present, part-time during college   * Assisted the attorney in various matters concerning real estate, social services, criminal, family and common law cases. * Gained practical experience and knowledge in legal issues and terminology.   **Co-op**, Mead Paper,Chillicothe, Ohio  May – August 20XX, January – May 20XX, August – December 20XX   * Worked on a large-scale Ecosystem Research Project in cooperation with the U.S.F.S.  Learned phases of industrial use of natural resources.  * Used GIS and GPS systems to inspect pine tree plantations and map company lands.   **Technical Assistant,** Johnson Controls, Inc**.**, Sparks, Maryland  May – August 20XX   * Assisted mechanical engineers with HVAC system design. * Transferred and edited design drawings on computer programs.   **Office Assistant,** Tritronics, Inc**.**, Abingdon, Maryland  March 20XX – January 20XX, part-time during high school   * General office duties, data entry, filing, answering customer service calls. * Packed and shipped inventory electronic parts nationwide. | |
| Skills | GIS, GPS, AutoCAD, MS Word, MS Excel, legal research. | |
| **Honors & Activities** | **Virginia Tech** **Environmental Resources Club** (20xx – present)   * Founder and president of student club promoting interest in the environment. * Planned social activities around environmental issues to enhance student interest. * Organized and chaired a large environmental debate.   **Volunteer, Special Olympics**, Maryland and Virginia (20xx – present)   * Coach basketball teams, and organize events.   Xi Sigma Pi,National Forestry Honor Society (20xx – present)  Alpha Delta Pi Sorority (since 20xx) | |

**Features of this resume:** Earning two bachelor’s degrees. (distinct from double-majoring)

Details on student activities including leadership role.

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