

Finge R. Print

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111-222-3333

987 CSI Circle, Moscow, ID 83843

Education

Bachelor of Science in Chemistry

May 20xx

Forensic Option

University of Idaho, Moscow, ID

GPA: 3.52

Honors and Awards

Dean's List

Spring 20xx

Idaho Chemistry Achievement Scholarship

Fall 20xx – Spring 20xx

Related Courses

Intermediate Organic Chemistry

Environmental Chemistry

Inorganic Chemistry

Organic Chemistry I,II

Medicinal Chemistry

Physical Chemistry

Instrumental Analysis

Principles of Statistics

Genetics

Forensic Geology

Microbiology

Biochemistry

Relevant Experience

Crime Lab Technician Intern

Summers 20xx – 20xx

Idaho State Police (ISP) Forensic Services, Meridian, ID

- Analyzed samples using fluorescence and infrared spectroscopy
- Prepared histology and pathology samples for lab analysis
- Assisted in the set-up and use of a liquid chromatography system
- Recorded all processes and procedures for each sample and piece of evidence
- Examined fingerprints, footprints, and tire treads using microscopes and fingerprint development chambers
- Communicated with supervisors and lab technicians to assure proper procedures and standards of practice
- Maintained an orderly and safe work environment according to ISP guidelines

Computer Skills

Proficient in: COFEE, ChemDraw, Microsoft Word, Excel, and PowerPoint

Familiar with: Chem3D, MATLAB, Microsoft Outlook and Publisher

Other Experience

Office Assistant

Summers 20xx – 20xx

Meridian Police Department (MPD), Meridian, ID

- Organized daily schedules and paperwork
- Answered non-emergency phone calls and directed calls to appropriate location
- Filed officer reports in an organized manner as dictated by MPD policy

Volunteer Work

Fundraiser Volunteer

Summers 20xx – 20xx

Meridian Police Department, Meridian, ID

- Coordinated with other volunteers to canvas neighborhoods for fundraising
- Educated potential donors about the work and needs of the MPD