Anita Job

1234 Maple Street Johnson City, Tennessee 12345-6789 e-mail: joba@domain.com

EDUCATION

Middle State University, Middle City, Tennessee, May 2002

Master of Science in Electrical Engineering Concentration in high performance embedded computing Thesis: *A Decision Support Tool for Allocation of Tasks in a Embedded System* GPA: 3.87 out of 4.0

Middle State University, Middle City, Tennessee, May 2000

Bachelor of Science in Electrical Engineering Concentration in microprocessor and digital design Minors: Mathematics and American History GPA: 3.43 out of 4.0

EXPERIENCE

The Electronic Shack, September 1998-Present

Responsibilities include:

- Purchasing for electronics and computer inventory
- Providing expert customer support
- Creating marketing survey and associated databases

The Pizza Palace, February 1995-August 1998

Responsibilities include:

- Food preparation
- Cashier
- Cook

PROFESSIONAL SKILLS

- 1. Programming Languages: Java, C++, 80x86 and 68XXX assembly languages
- 2. Operating Systems: Microsoft Windows 9x, NT, 2000, Macintosh OS X, and Linux
- 3. Web Design: HTML, Javascript, Active Server Pages, and Macromedia design tools