|  |  |
| --- | --- |
| **Josh Hayes** (727)555-0313  1541 Dearborn Lane, St. Petersburg, FL 33713 jhaynes@alcona.com | |
| **OBJECTIVE** | Technology writing and editing position in the robotics industry using research and advanced editing skills to communicate with customers |
| **SUMMARY OF QUALIFICATIONS** | * Two years’ experience in robotics lab for Aerospace instruction Team * Excellent interpersonal communication skills * Proficiency using Microsoft Word * Proficiency using page layout and design software * Fluency in spoken and written Spanish |
| **EXPERIENCE** | **Instructional Lab Assistant**, Florida Port Community College, St. Petersburg, FL July 2013 to June 2015   * Assist robotics professors with sophisticated experiments * Set up robotics practice sessions for Aerospace Instruction Team   **Assistant Executive Editor**, Tech Today Newsletter, St. Petersburg, FL September 2012 to June 2013   * Wrote and edited articles for popular college technology newsletter * Responsible for photo editing, cropping, and resizing photos for newsletter * Received Top College Technology Publication Award   **Teacher’s Assistant**, Florida Port Community College, Aerospace Department, St. Petersburg, FL July 2013 to June 2015   * Helped students with homework, explained assignments, organized materials for professor * Set up robotics lab assignments for students |
| **EDUCATION** | **University of South Florida, Tampa FL**  Bachelor of Science in mechanical Engineering, June 2015  **Florida Port Community College, St. Petersburg, FL**  Associate of Arts, Journalism, June 2013 |
| **HONORS AND ACTIVITIES** | * Elected to Pi Tau Sigma, honor society for mechanical engineers * Qualified for Dean’s list, six semesters * Student Mentor, help other students in engineering program |