**Name**

Phone Number | Email | City, State



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# **Objective**

*Provide a concise statement the specifically describes your* ***current certification status*** *(i.e. Water Treatment D ) and the level/type of position you are applying for. If you are not yet certified, provide a statement that you are working toward certification and give an estimated date of completion****.***

# **Certifications and Education**

**Certified Water Professional**

* Provide Operator Number and current level. If you are not certified yet, provide an estimate of when you will take the exam.

**Emily Griffith Technical College** Graduate: MM/YYYY

*Water Quality Program, CTE Certificate* Denver, CO

* You can add student awards, organizations or any other information about your education

*Fee free to add other education and relevant certifications using this format*

# **Professional Experience**

**Your Job Title** MM/YYYY-MM/YYYY

*Name of Company* City, State/Country

* List your job duties and accomplishments here, hit enter to add more bullet points

**Your Job Title** MM/YYYY-MM/YYYY

*Name of Company* City, State/Country

* List your job duties and accomplishments here, hit enter to add more bullet points

**Skills & Qualifications**

* Office and Administrative - *Include spreadsheets and word processing as well as any other management, regulatory, training or other skills you have developed in other work engagements or in the WQM program*
* Water Quality sampling and Analysis - *Populate this section with a short list of relevant laboratory skills such as BOD, alkalinity, environmental smap[ling, spectrophotometric analysis, etc…. This list should be targeted toward a drinking water or a wastewater specific job*
* Process Operational - This should also be refined for a certain position, so you might emphasize plant hydraulics and process calculations for treatment, or hydraulic systems and familiarity with pumps/valves, etc for distribution or collection.

# **Title of Extra Section if Needed**

* In this section you can add volunteer work, military experience, publications or other important information, but for an entry level position, try to keep your resume no more than 1 page long.