**Gabriel First**

102 Star Street | Atlanta, GA 30326

Phone Number: (444) 555-6666 | email: Gabriel.First@mymail.com

**SUMMARY**

**NATURAL RESOURCES PROFESSIONAL** with experience utilizing geospatial technology, and crowdsourcing and their applications for environmental monitoring, coastal and land use planning, natural resource management, and renewable energy site assessment. Strong critical thinking, problem solving, research and liaison skills. Recognized for outstanding communication skills and team leadership abilities. Possess a ***Master of Arts in Natural Resources and Sustainable Development*.**

**AREAS OF EXPREIENCE:**

* Natural Resources
* Biology
* Strategic Planning and Operations
* Team and Project Participation
* Quantitative / Qualitative Analysis
* Agriculture Engineering
* Sustainable Development
* Analytical / Critical Thinking Skills
* Grant Writing
* Oral and Written Communication

**TECHNICAL SKILLS:** Microsoft Office Suite (Word, Excel, Outlook, PowerPoint); and ability to conduct credible, Internet-based research.

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**University of California**

123 Second Avenue, San Jose, CA 90001

**08/01/2011 - 05/15/2016**

**Hours per week**: 40

**STUDENT**

**Duties, Accomplishments and Related Skills:**

* *Acquired a Master of Arts in Natural Resources and Sustainable Development, University of California, 5/2016. GPA: 3.6/4.0*
* *Acquired a Bachelor of Science in Fisheries and Wildlife Sciences, University of Missouri, Columbia, MO, 05/2007*

**PROJECT COORDINATION SKILLS**: Reviewed project requirements on ***sustainable agriculture*** and effectively delegated tasks and established timelines. Demonstrated skill in defining project scopes and details on ***Natural Resources and Sustainable Development***. Created project plans by identifying tasks to be performed, necessary requirements, deliverables and milestones. Recommended and devised individual scopes of work. Managed data and information collection and research on policies, programs, procedures and strategies related to ***environmental programs***. Monitored results in alignment with project goals and objectives. Studied the effects of carbon markets on small landowners participating in PES program. Proposed alternative ways of offsetting carbon that American University could utilize.

**INDEPENDENTLY RESEARCHED AND ANALYZED** highly complex policy, strategy and conceptual issues involving current and past policies dealing with ***environmental compliance and regulations***. Studied sustainable development methods in order to compile and analyze data on comprehensive breakdown and analysis of the carbon market. Researched physical and mechanical components in natural resources programs and processes. Applied theory to business problems in dynamic global environments. Researched carbon markets and the sciences used to validate those markets. Communicated results clearly and concisely through appropriate and effective media.

**DEMONSTRATED EFFECTIVE COMMUNICATION**: Prepared written and oral communications, conveying information in plain language using graphical aids to ensure common understanding. Reviewed and synthesized policy papers, reports and white papers from various sources on the topics of reference standards, policies, principles, regulations, and statutes related to environmental planning and compliance, including National Environmental Policy Act (NEPA) planning and compliance, and external reviews. Actively encouraged communication, coordination, innovation and high quality team products.

***KEY PROJECTS:***

* ***Team Project***: Designed Physical Therapy Instrument. Researched with team of five and designed Goniometer. Constructed model using Solid Works and presented proposal including technical paper.
* ***Team Project***: Designed an Autonomous Excavator. Conducted research on Deimos Surface Condition. Designed a machine to excavate and backfill on Deimos.

**Academic Advisor:** Name, Phone, email **Okay to contact:** YesOR Contact me first

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**Rancho Mastatal**

123 Coastal Highway, Costa Rica

**05/15/2013 - 08/01/2013**

**Hours per week**: 40

**GREEN TECHNOLOGIES INTERN**

**Duties, Accomplishments and Related Skills:**

**RESEARCH AND ANALYSIS**: Experimented with and researched sustainable agriculture methods, such as permaculture design and agroforestry related to tropical regions. Gained hands-on experience with maintenance of small scale green technologies, such as biodigesters and cyclical aquaculture systems. Researched and developed more pragmatic solutions for a cradle-to-cradle lifestyle.

**Supervisor:** Name, Phone, email **Okay to contact:** YesOR Contact me first

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**Peace Corps Philippines**

123 Third Avenue, Manila, Philippines

**03/01/2015 - 10/30/2015**

**Salary:** $10 USD Per Year

**Hours per week**: 40

**ECOTOURISM PROJECT ADVISOR**

**Duties, Accomplishments and Related Skills:**

**BUSINESS PROCESS IMPROVEMENT**: Reviewed and provided recommendations for improvement of business plan for local park. Developed detailed plans, goals, and objectives for the long-range implementation and administration of programs, and developed criteria for evaluating effectiveness of programs. Evaluated needs and managed communication strategies that ensured consistency and adherence to laws, policies, mission, and requirements. Organized and conducted training seminars with local tourism office on management and operation of park. Developed and launched trial-launch tour packages for local businesses. Consistently exceeded performance goals through development of innovative action plans, project management, and stakeholder outreach.

* Extensive knowledge of program and project management principles, concepts, methods and practices, establishing sound project management procedures and enforcing best practice principles.

**STRATEGIC MARKETING AND COMMUNICATIONS:** Developed and produced promotional materials for local businesses. Co-designed group internships between park, local university and local government focused on tourism, marketing, and resource management. Developed annual promotional events for park and other related businesses. Formulated effective strategies consistent with business and competitive strategy in a global economy.

**Supervisor:** Name, Phone, email **Okay to contact:** YesOR Contact me first

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**Olive Garden**

**Address**

**06/15/2013 – 12/31/2013**

**Salary:** $8.50 USD Per Hour

**Hours/week:** 25

**HOST / SERVER**

**Duties, Accomplishments and Related Skills:**

**SUPPORTED BUSINESS AND MANAGEMENT PRACTICES**: Ensured compliance with licensing laws and Federal, state and local regulations. Proposed and implemented incentives and promotions to help restaurant achieve financial objectives. Ensured guests received excellent and prompt service, and food and beverages were served to restaurant’s agreed level of service. Offered hands-on approach to work and had excellent product knowledge.

* Due to expert ability to work in a team structure, a positive attitude, and leadership skills, was promoted to To-Go specialists after two short months of getting hired.

**EFFECTIVE ORAL COMMUNICATOR**: Persuasively communicated ideas in person and by telephone with customer and company personnel. Appropriately tailored content to audience levels ranging from individual contributor to senior management.

**Supervisor:** Name, Phone **Okay to contact:** YesOR Contact me first

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**Quizno’s**

Address

**01/15/2013 – 12/31/2013**

**Salary:** $8 USD Per Hour

**Hours/week: 40**

**SUPERVISOR**

**Duties, Accomplishments and Related Skills:**

**MANAGED DAY-TO-DAY OPERATIONS**: Ensured consistent and efficient workflow for store operations. Examined, established and administered policies and procedures and coordinated daily functions of the store. Followed and enforced all laws and policies. Expert skill in leading people by providing guidance, training and coaching on organizational effectiveness and efficiency and business development to management and operational personnel.

**Supervisor:** Name, Phone, email **Okay to contact:** YesOR Contact me first

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**EDUCATION:**

**University of California,** San Jose, CA 90001

Master of Arts in Natural Resources and Sustainable Development. **GPA** 3.6/4.0

**University of Missouri**, Columbia, MO

Bachelor of Science in Fisheries and Wildlife Sciences, 05/2007