

**JOHN DUE**

Green Bay, WI 54301

920-000-0000 • name.lastname@mymail.nwtc.edu

---

**SUMMARY OF QUALIFICATIONS**

- Strong desire to learn new skills in order to complete tasks accurately
- Attention to detail to ensure safety guidelines are met
- Proficient in pulling, splicing, and making wire connections
- Experience reading and interpreting electrical code and prints
- Worked well in team settings by using strong interpersonal and communication skills
- Acquired foundational knowledge of electrical theory and applied it to classroom projects

**EDUCATION**

**Northeast Wisconsin Technical College, Green Bay, WI**

*Associate Degree, Construction Management Electricity*

*Expected Graduation: May 2023*

*Related Coursework: AC/DC Circuits, Fundamentals of Electricity, OSHA 30, Industrial Code, Electric Motor Control, Commercial Wiring Techniques, Conduit Bending*

**EXPERIENCE**

**Crew Member**

*Jameson Landscaping, Algoma, WI*

June 2023 – Present

- Able to meet the physical demands of the job, which include digging trenches/holes for irrigation, spreading mulch, and pulling weeds
- Independently complete work assignments from the foreman
- Improve landscape appearance by following detailed plans for planting greenery

**Crew Member**

*A&W, Algoma, WI*

June 2022 – August 2023

- Communicated with customers to ensure their needs were met
- Completed opening and closing tasks such as cleaning tables, floors, and emptying trash
- Took initiative to complete tasks during quiet business hours, including stocking shelves and cabinets

**LEADERSHIP AND CERTIFICATIONS**

- Vice President of NWTC's Electricity Club

September 2022 – May 2023

**COMMUNITY INVOLVEMENT/VOLUNTEERING**

- Volunteer Coach, Sturgeon Bay High School Wrestling
- Salvation Army, Algoma, WI

November 2023 – Present

December 2023 – Present