

SOCIOLOGY MAJOR

222 Front St. Harrisburg, PA 17013

(717) 555-5555

socmajor@psu.edu

Education

Pennsylvania State University, Capital College, Middletown, PA

Bachelor of Science, Sociology, May 20XX

High Distinction, GPA 3.97

Penn State Honors Program

Honors Thesis: An Analysis of Effective Sexuality Education

Harrisburg Area Community College, Harrisburg, PA

Associate in Arts, General Studies, 20XX

High Honors, GPA 3.68

Skills

- Excellent oral and written communication skills
- Experienced in working with the public in multiple settings
- Data analysis and research
- Appreciating the complexity and diversity of social situations
- Applying sociological theory to society's organizations, including schools, hospitals and offices
- Researching, judging and evaluating complex information
- Strong IT skills including Microsoft Word, Excel and PowerPoint
- Knowledge and understanding of research methods, analysis and statistical techniques;
- Developing opinions and new ideas on societal issues;
- Working collaboratively;
- Ability to understand, scrutinize and re-assess common perceptions of the social world
- Relating sociological knowledge to social, public and civic policy
- Organizing work and meeting deadlines

Relevant Experience

THERAPEUTIC STAFF SUPPORT (TSS), 20XX-Present

Keystone Children & Family Services, Harrisburg, PA

- Work one on one with children and families to teach youth how to appropriately live in society through behavioral modification
- write daily progress notes using data, analysis, progress format

INTERN, August, 20XX – December 20XX

Planned Parenthood Pennsylvania Advocates, Harrisburg, PA

- Researched information about sexuality education within Pennsylvania
- Developed spreadsheets relevant to sexuality education research project
- Surveyed school district personnel

TEACHER, January 20XX- May 20XX

ChildTime Inc., Carlisle, PA

- Worked as a teacher in a childcare setting pre-school to school age children

SERVICE LEARNING, September 20XX – December 20XX

Habitat for Humanity of the Greater Harrisburg Area, Harrisburg, PA

- Worked closely with the Family Mentor to arrange and participate in activities for the youth of Habitat partner families

SERVICE LEARNING, January 20XX – May 20XX

Head Start, Carlisle, PA

- Assisted teachers in teaching preschool activities to underprivileged youth

Honors/ Awards

- Pi Gamma Mu, Social Science Honor Society, Penn State Harrisburg, Spring 20XX
- Phi Theta Kappa, Social Science Honor Society, HACC, Spring 20XX
- Dean's List, Penn State Harrisburg
- National Dean's List, 20XX

Interests

Enjoy reading, hiking, canoeing, camping and running.

Have run in fifteen marathons and three ultra-marathons

**References and Transcripts
Available on Request**