

Kylie Martin
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Waverley Gardens, VIC 3177
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KMartin@email.com

EDUCATION

2007 - current

Bachelor of Science
Monash University

Expect to complete November 2009

Major: Marine and freshwater biology

Minor: Zoology

Academic Achievements

- Distinction average (academic transcript attached)
- Awarded J.W. Warren prize for academic merit in 2007

Campus Involvements

- Member of Biological Society (MUBS) Social Committee 2009
- Monash representative in the 2008 Australian University Games – member of mixed hockey team
- Student Ambassador for Faculty of Science 2008

2001 – 2006

Victorian Certificate of Education
Gardenvale Secondary College

Subjects English, Biology, Mathematics, Chemistry, History and French

Academic Achievements

- ENTER 94.2
- Awarded School Prize for Biology

School Involvements:

- School Council Representative 2005-2006
- Member of Year 12 Social Committee
- Player/Vice Captain Hockey Team

EXAMPLE OF A RESUME FOR BIOLOGICAL SCIENCE STUDENTS
(You are advised not to copy this sample but use it for ideas to create your own)

EMPLOYMENT

**Course Related
6 weeks 2008**

**Laboratory Assistant (40 hrs per week)
Easterly Health Services**

Responsibilities

- Receipt and computer based registration of pathology specimens
- Preparation of specimens for analysis
- Arranging laboratory and equipment bookings for scientists and medical staff

**Other Employment
Nov. 2006 - current**

**Bar Attendant (casual – 20 hrs per week)
Royal Hotel (Kensington)**

Responsibilities

- Prepare and serve beverages to customers
- Operate TAB and Keno machines
- Completed RSA certificate

**Voluntary Work
4 weeks 2008**

**Research Assistant
Lizard Island Research Station**

3 weeks 2007

**Field Work
The Fire Project – Eyre Peninsula**

ADDITIONAL SKILLS & QUALIFICATIONS

- St John's Ambulance Workplace Level 2 First Aid certificate – 2008
- PADI Advanced Open Water Diver certificate – 2008
- Knowledge of distillation techniques and use of spectrophotometer
- Competent skills in Microsoft Word, Excel, Access, Power Point

INTERESTS

- Scuba Diving – completed dives in Queensland and southern Australia
- Member of Reef Watch – contributed to surveys and submitted articles for newsletter
- Member of Monash University Hockey Club

REFEREES

Mr Tom Brady
Researcher
Lizard Island Project
Ph: (03) 987 6780
tbrady@lizard.com.au
Volunteer Supervisor

Mr Robert lee
Manager
Royal Hotel
PH: (03) 9701 7676
rlee@royal.com.au
Work Supervisor

Ms Charlene Harrison
Lecturer –
School of Biological Sciences
Monash University,
Faculty of Science
Ph: (03) 9905 4354
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Academic