

# Harry History

Carrollton, GA (678) 456-7890 hhistory@my.westga.edu

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## Career Summary

Enthusiastic, anthropology major with experience in artifact checking, research, collaboration and planning, with a true passion for learning; demonstrates a strong work ethic with dedication to accomplish set goals. Upholds ethical standards, policies and procedures; speaks conversational Spanish.

## Education

**University of West Georgia- Carrollton, GA**

**July 2015**

***Bachelors of Arts in Anthropology, (GPA: 3.6)***

- Carole E. Hill Anthropology Award

### ***Relevant Coursework***

Asian American Cultures  
Indians of North America  
Language and Culture  
Archeology of Africa

Ancient North America  
Archeology of Mesoamerica  
Museum Methods  
Anthropological Research Training

## Professional Experience

**Biological and Forensic Anthropology Laboratory, UWG- Carrollton GA**

**Fall 2014**

### ***Research Assistant***

- Conducted excavations, flotations, water screens, and sorting/processing
- Maintained detailed personal field book of daily activities
- Researched and wrote 22 page paper on Hellenistic-era house floor tiles

**Housing & Residence Life, UWG- Carrollton, GA**

**June 2012-May 2013**

### ***Resident Assistant***

- Develop cultural, social, and educational programs that correspond to interests and needs of a 70-resident floor
- Maintain discipline by enforcing floor policies in a firm but fair manner
- Evaluate resident concerns and refer to appropriate campus services and resources
- Address crisis situations in a caring, confident style

## Additional Information

***Special Project-*** Developed and authored a catalogue of photos of artifacts around the world

***Volunteer Work-*** Atlanta History Center, Red Cross, Big Brothers & Big Sisters

***Computer Skills-*** MS Word, MS PowerPoint, MS Publisher, MS Excel, and Adobe PhotoShop