

Charles Drewman

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Profile

Motivated, energetic recent college graduate with a positive demeanor. Proven leadership qualities with demonstrated initiative working towards goals. Experienced in managing and directing laboratory experiments. Proficiency in data management, website architecture and design software.

Education

University of West Georgia, Carrollton, GA May 2015

Bachelors of Science in Chemistry

- Awarded and maintained Zell Miller Scholarship
- Recipient of Organic Book Scholarship
- Alpha Lambda Delta, President
- American Chemical Society, Member

Professional Experience

Chemistry Department, University of West Georgia, Carrollton, GA **January 2014-December 2014**

Organic Laboratory Coordinator Assistant

- Managed preparation of stock chemicals and set up of each week's experiment for 150 students
- Coach 30 students in the successful completion of each week's experiment
- Supply management of adequate levels of all chemicals and materials for laboratory
- Troubleshoot and performed minor maintenance, calibration and repair of laboratory instrumentation

Chemistry Department, University of West Georgia, Carrollton, GA **January 2014-December 2014**

Student Research Assistant

- Directed 20 high school students through university level experiments to develop scientific understanding
- Offered suggestions to change procedure for collecting data resulting in quicker results
- Received the Excellence Award in Student Research Assistant Program (SRAP)

Other Experience

Rosa Mexicano, Atlanta, GA: Bartender/Training Manager **August 2012-December 2013**

- Memorized restaurants wine stock and the meals they should accompany, leading to daily wine sales averaging \$150, 20% higher than company average

UWG Distance Learning Department, Carrollton, GA: Head Student Assistant **August 2010-July 2012**

- Interviewed, trained, and oversaw daily activities of other student assistants in the department

Volunteer Experience

Habitat for Humanity, Georgia State FBLA

Technical Skills

Windows OS, MS Office Suite: Word, Excel, PowerPoint, Publisher, Desire2Learn, GAView Vista, WordPress, Camtasia, Movie Studio, Dreamweaver