

Resume Sample (Veteran)

Sammy Spartan

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EDUCATION

B.S. Aviation, Emphasis in Operations, Minor: Business, May 20xx

San Jose State University, San Jose, CA, GPA: 3.7

Relevant Coursework: Avionics and Airborne Communication, Airport Planning and Management, Fundamentals of Project Management

PROJECTS

Research Project on Airport Safety and Security, Fall 20xx

- Partnered with 3 classmates to research airport safety and security in the United States and other countries.
- Performed a comprehensive research and analysis using journals and websites to obtain information on safety and security.
- Presented findings to class of 40 and received an A grade.

Airplane Recommendation for GoPro, Fall 20xx

- Collaborated in a group of 3 that created a recommendation of utilizing a business jet for GoPro.
- Calculated financial and company travel needs and provided a final cost analysis.

MILITARY EXPERIENCE

Air Transportation Craftsman, Air Force National Guard, September 2010 – Present

- Manage air transportation activities which includes scheduling and processing eligible passengers and cargo for air movement.
- Maintain and monitor air movement records and reports daily for security.
- Operate forklift and aircraft loading equipment to ensure safe arrival of packages and luggage.
- Update airport database with information on in-transit visibility, passenger and cargo movement.

SKILLS

Active Secret Clearance

Excel, PowerPoint, GoogleDrive, Outlook, Airport databases

Forklift operator license

AWARDS

Veteran Career Readiness Scholarship, SJSU, June 20xx

Joe Thomas Scholarship, May 20xx

Koret Veterans Scholarship, May 20xx

ACTIVITIES

Member, American Assoc. of Airport Executives (AAAE), SJSU Chapter, August 20xx-Present