

Benjamin B. Golden

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U.S. Citizen

Job Announcement Number: EA0123-02-0468MQ1234-D

Job Title and Grade: Forest Service Geologist; GS 5-7

Veterans Preference: N/A

Education

The University of Southern Mississippi (USM), Hattiesburg, MS 05/2024

Bachelor of Science in Geology, GPA – 3.4

115 Semester hours completed, consisting of 43 credit hours of geology courses including:

Sedimentology, Historical Geology, Physical Geology, Mineralogy and Chemistry

Worked part-time while earning 100% of tuition expenses in junior and senior years

Internship

EnviraClean, 786 Old Tree Road, Vicksburg, MS 39184 06/2022 – 08/2022

INTERN

Salary: \$16.25/hr., 40 hours/week

Contact Supervisor: Helen Spark – 266.555.3337

- Learned about minerals for conservational purposes by exploring seven abandoned land mines at National Forests
- Read topographical maps and navigated changes in terrain
- Collected mineral samples and participated in reclamation activities
- Received mentorship from experienced, professional geologists while working in a team environment

KEY ACCOMPLISHMENTS

- Completed a group project which reorganized the database system for easier accessibility
- Nominated as group leader for mine inspection on week five

Employment History

M&B Landscaping, 1200 Capitol Drive, Bay Springs, MS 39422 06/2020 - Present

LAWN CARE TECHNICIAN

Salary: \$15.00/hr., 32 hours/week

Contact Supervisor: Joel Halston – 601.123.4567

- Perform landscaping using an abundance of natural landforms, preservation, site preparation and maintenance including nursery and water systems
- Trim trees and haul debris for 18-20 residential and commercial properties
- Sample water and soil as directed by supervisor
- Volunteered in three field assignments to study seeding and cone collection to help optimize company's specialization areas
- Utilize GPS(Garmin), hand compass and Solar Pathfinder to plan routes, scope projects and determine shade patterns

KEY ACCOMPLISHMENTS

- Protected the stonework of a historical site and garden in the Southeast Mississippi Region
- Revitalized a historic neighborhood in downtown Bay Springs by adding the beautification of over 100 flowerbeds
- Promoted from Specialist to Technician within 3 months

Meadow Ridge Golf Course, 29 Main Street, Hattiesburg, MS, 39408 06/2020-08/2020

GREENS KEEPER

Salary: \$10.50/hr., 20 hours/week

Contact Supervisor: Kim Johnson – 601.555.0073

- Maintained greens by mowing grass, trimming bushes, weed eating, and raking bunkers
- Combined lime, fertilizer, and insecticide according to specifications in the cultivation of new turf areas on the premises
- Irrigated property on a regular basis utilizing the sprinkler system as recommended
- Followed all company regulations and procedures

KEY ACCOMPLISHMENTS

- Complimented on several occasions by supervisor, visitors, and staff for mowing rough and fairway areas to a precision cut
- Successfully trained three incoming staff on general lawn care and golf course maintenance

Honors & Awards

- Boy Scout Eagle Award
- Dean's List, five semesters
- Freshman Academic Excellence Scholarship
- President's List, two semesters
- Leave It Better Than You Found It Award

Certifications

- CPR, American Heart Association
- First Aid, American Heart Association
- Lifeguard Instructor Certification

Skills

- ArcGIS Desktop
- Operation of power mowers, trucks, and tractors
- Novice Level of Spanish – Speaking and Reading Comprehension
- Working knowledge of Microsoft Office Suite including Word, Excel, and PowerPoint

Community Involvement

Habitat for Humanity, 5191 Old Hwy 42, Hattiesburg, MS 39402 03/2022 – 05/2022
VOLUNTEER

- Connected with community by helping build two houses for residents
- Worked with a team in framing and painting construction
- Learned measuring skills and how to work with hand tools

Aldersgate Mission, 402 E. 2nd Street, Hattiesburg, MS 39401 12/2021 – 02/2022
VOLUNTEER

- Tutored children ages 12-16 in math and computer skills
- Coordinated a fundraiser to collect books and supplies

Campus Involvement

President, Southern Geologic Society, USM 01/2021- Present
Treasurer, Alpha Pi Alpha, USM 09/2021 – 05/2022

Tips for Writing a Federal Resume:

1. Write thoroughly in relation to qualifications and skills. A federal resume should be detailed. Do not worry about page constraints. [An older guideline is to aim for 3-5 pages]. Also remember that you can go back 10 years on a federal resume, and the government is very much interested in your community service. It gives them a glimpse into your character.
2. If your skills do not align with the qualifications of a job description, try to find a position that is a better fit for you.
3. Stick to relevant experiences.
4. Use key words from the vacancy announcement in the actual resume.
5. Focus on accomplishments.
6. Include job titles, salary information, employment dates, duties, and accomplishments.
7. If you see a job you like, act quickly. The average job posting closes within 2 weeks.
8. If you apply for a job, save the vacancy announcement because it will no longer be viewable once the job is closed.