

Charles A. Citadel

Citadel: MSC 000, 171 Moultrie St., Charleston, SC 29409 843.953.4567 CitadelC1@Citadel.edu
Home: 335 Ashley Court, Charleston, SC 12345 843.789.1234

- OBJECTIVE:** Admission to the graduate chemistry program at _____ University
- EDUCATION:** **Bachelor of Science: Chemistry (Biochemistry Specialization)**
The Citadel, Charleston, SC Overall GPA: ___/4.00 May 2010
- RESEARCH:** The Citadel School of Chemistry, Charleston, SC
- Chemistry Researcher** 9/09 - Present
- Determination and quantification of 'club drugs' including GHB, Methamphetamine, Ecstasy, and Ketamine
 - Development of analytical methods including solid phase micro-extraction (SPME) and gas chromatography with mass spectrometry (GC-MS)
 - Method development to screen for presence of all 4 'club drugs' simultaneously from urine sample
- Chemistry Researcher** 9/08 - 12/08
- Quantitative Analysis study of the Ashley River in Charleston, SC
 - Collected samples over an eight week period for environmental study of brackish water
 - Environmental analyzation and quantification of chloride, sulfate, oxygen, calcium, magnesium, ammonia, and phosphate
 - Presented project at The Citadel Undergraduate Research Conference and at The South Carolina Academy of Sciences Annual Meeting
- LEADERSHIP:** The South Carolina Corps of Cadets, Charleston, SC
- Company Commander** 8/09 - Present
- Commands a Company consisting of 107 Cadets
 - Responsible for the health, morale, welfare, academic proficiency, military training, intramural athletics, administrative efficiency, safety, and discipline of the company personnel
 - Completed over 100 hours of leadership training
- Company First Sergeant** 8/08 - 5/09
- Served as top ranking junior Cadet within Company
 - Advised and assisted the commander in managing unit activities and exercised general supervision over assigned Cadets
 - Responsible for maintaining discipline and standards, and providing guidance to Cadets on matters of leadership, military courtesy, personal appearance, and self-discipline
- Squad Sergeant** 1/08 - 5/08
- Served as a squad leader for 10 Cadets.
 - Responsible for the accountability, drill, discipline, personal appearance, and academic proficiency of all members of the squad
 - Ensured proper standards of personal appearance and maintenance of individual equipment was maintained by all squad members
 - Counseled members on their performance in areas of conduct, attitude, and academics
- Company Clerk** 8/07 - 12/08
- Maintained the administrative support for Company
 - Prepared the daily morning report
 - Tracked all administrative paperwork in and out of the unit
- COMPUTER SKILLS:** MS Word MS Excel MS PowerPoint
MS Outlook MS Publisher Internet Research
- HONORS/ ACTIVITIES:** **Ranked in Top 12% of Class** Gold Star Recipient (x2)
Commandant's Distinguished Service List (x2) Academic Dean's List Recipient (5x)
Presidents Distinguished Service List (x2) South Carolina Life Scholarship
J. Edgar Hoover Foundation Scholarship (x2) Abney Foundation Scholarship
ACS Division of Analytical Chemistry Award Community Service Projects
Rifle Team Academic All American (x2) The Citadel Rifle Team - Lettered (x2)
President, The Citadel Chapter of the American Chemical Society (ACS)

Academic Work Samples and References: Available Upon Request