

Julie Alexander

603 Stratford Terrace ♦ Valparaiso, IN 46383 ♦ (219) 928-3206 ♦ JulieLAlexander@gmail.com

March 16, 2011

Dear Sir or Madam:

I will be graduating in May of 2011 with a Bachelor of Science in Public Health in Environmental Health Science degree and am eager to put my education to use in the Environmental, Occupational Health, and Safety field. I spent the Summer of 2010 interning at a large environmental consulting firm, where my minor in chemistry helped me while I worked on a variety of multi-media environmental projects, and I am excited to gain the opportunity to build upon that experience.

I believe that my proven ability to understand and creatively solve problems, along with my passion to make a difference in my chosen field, makes me the ideal candidate for a position in your company. In addition to serving in my internship, I have participated in hazardous waste collection events, storm water drainage projects, and collaborated on a PowerPoint presentation involving particulate air pollution that was used as an educational tool at a major steelmaking plant and was presented by the company to the local Indiana Department of Environmental Management office.

I look forward to discussing the future and demonstrating my abilities with you during an interview. You can reach me at (219) 928-3206 to schedule an interview.

Thank you in advance for considering me.
Sincerely,

Julie Alexander

See Below

Julie Alexander

Objective

I am a newly graduated student seeking a position in the Environmental, Health and Safety field that will allow me to grow while making use of my educational training and personal drive to make a real difference.

Skills Summary

- ◆ General Office Skills
- ◆ Marketing & Sales
- ◆ Member of U. S. Steel Wildlife Habitat Team
- ◆ Computer Savvy
- ◆ Customer Service
- ◆ Participated in local Hazardous Waste Collection Events
- ◆ Professional Presentations
- ◆ Knowledge of Microsoft Programs

Employment History/Professional Experience

Kmart Corp – 2801 Calumet Avenue Valparaiso, IN 46383 – (219) 464-1091
Cashier/Service Desk, 2007 to 2008

ENVIRON – 4350 North Fairfax Drive Suite 300 Arlington, VA 22203 – (703) 515-2300
Environmental Intern, Summer of 2010. Worked on various multi-media environmental projects.

Education

VALPARAISO HIGH SCHOOL – Valparaiso, IN
Graduated - May/2007

INDIANA UNIVERSITY-PURDUE UNIVERSITY – Indianapolis, IN
Expected Graduation – May/2011
Bachelor of Science
GPA: 3.54/4.0
Major in Public Health with an Environmental Focus
Minor in Chemistry

Certification

CERTIFIED FOOD SAFETY MANAGER
Certificate No: EX20571651
Issue date: November 29, 2010

References

Available on request