

# Melissa Smith

melissa-smith@uiowa.edu

(319) 423-2938

## Current Address:

123 First Ave.  
Iowa City, IA 52402

## Permanent Address:

432 Main St.  
Gregory, IA 49203

## EDUCATION

B.S., Biology – Neurobiology track  
The University of Iowa, Iowa City, IA

- GPA: 3.9/4.0
- Member, UI Honors Program

May 20XX

A.A., Liberal Arts

Kirkwood Community College, Cedar Rapids, IA

May 20XX

## INSTRUMENTAL AND LABORATORY TECHNIQUES

GC-MS

GC-FID

HPLC

NMR

LSC

UV-VIS spectrometer

GE gamma ray deflectors

PCR

IR spectrometer

## RESEARCH EXPERIENCE

### Research Assistant

The University of Iowa Hospitals and Clinics, Iowa City, IA

January 20XX-Present

- Amplified RNA with the polymerase chain reaction
- Separated DNA with gel electrophoresis and stripped DNA contaminations
- Complied over 50 lab reports every week for analysis

### Lab Assistant

Oral B Laboratory, Chicago, IL

May 20XX-July 20XX

- Performed identifications of samples by IR and physical testing of samples
- Assisted in Standard Operation Procedure composition and editing
- Prepared buffers, agars, and solutions for over 30 tests each week

## WORK EXPERIENCE

### Front Desk Clerk

Iowa House Hotel, The University of Iowa Memorial Union, Iowa City, IA

August 20XX-August 20XX

- Greeted and checked guests in and out of rooms
- Handled guest complaints and acted quickly to solve problems
- Answered phone calls and scheduled reservations for guests

## VOLUNTEER EXPERIENCE

**Volunteer**, Dance Marathon

January 20XX-Present

**Volunteer**, Baby Unit, The University of Iowa Hospitals & Clinics

January 20XX-May 20XX