

# Allison Felice

allison.felice@aol.com

716-408-1998

## Present Address (until May 20XX)

621 Elmwood Avenue  
Buffalo, New York 14222

## Permanent Address

22 Main Street  
Rochester, New York 14092

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## OBJECTIVE

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To obtain a Laboratory Analyst position at a local police department.

## EDUCATION

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State University of New York College at Buffalo

May 2013

### Bachelor of Science in Forensic Chemistry

Minor in Criminal Justice

GPA 3.8/4.0, Dean's List Fall 2010 – 2012

**Related Coursework:** Advanced Cell Biology, Forensic Anthropology, Analytical Toxicology, Forensic Geoscience

## SKILLS

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**Laboratory:** UV – Vis Spectroscopy, GC – MS, HPLC, NMR, PCR, Gel Electrophoresis, High Performance Liquid Chromatography, FTIR

**Computer:** Millennium 2010 Chromatography Manager, HP Chemstation, Microsoft Office (Word, Excel, PowerPoint, Publisher, Access)

## INTERNSHIP

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Amherst Police Department – Amherst, New York

Fall 2012

### Criminalistics Intern

- Performed chemical analysis to identify and evaluate physical evidence and prepared reports on findings
- Prepared exhibits and visual aids for court presentations
- Organized and maintained department records, logs and files
- Maintained lab areas, equipment and instruments according to departments standards of cleanliness and safety

## WORK HISTORY

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**Student Assistant**, Chemistry Department – SUNY College at Buffalo

September 2012 – Present

- Oversee proper set up of lab equipment and write weekly inventory reports

**Orientation Leader**, New Student Program – SUNY College at Buffalo

August 2011 – Present

- Lead tours and present campus information to students and parents

**Assistant Manager**, Gander Mountain – Amherst, New York

June 2008 – September 2011

- Handled customer concerns and trained new employees

## AFFILIATIONS

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American Academy of Sciences

American Chemical Society

Royal Society of Chemistry

