

MEGAN ELIZABETH RUH

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Objective	Research Assistant.
Education	Bachelor of Science in Mathematics, May 20XX State University of New York College at Buffalo Major GPA: 4.0/4.0, Dean's List Member of Kappa Mu Epsilon Math Society
Computer Skills	SPSS for Windows Minitab Visual-Basic Excel Microsoft Word Access
Relevant Courses	Probability Topics in Mathematical Statistics Complex Variables Differential Equations Computer Mathematics Problem-Solving in BASIC
Class Project	Undergraduate Survey Analysis Spring 19XX <ul style="list-style-type: none">Utilized SPSS statistical software to summarize college student survey data.Created report of findings including graphs and charts.
Work Experience	Customer Service Representative M&T Bank, Amherst, New York June 20XX-Present <ul style="list-style-type: none">Answer over 100 telephone inquiries per day regarding checking and savings accounts.Refer customers to appropriate bank personnel. Sales Associate The Bon Ton, Amherst, New York April 19XX-June 19XX <ul style="list-style-type: none">Aided customers in the Housewares, Bedding and China departments.Enrolled customers in the Bridal Registry and assisted them in selecting merchandise.Maintained merchandise inventory levels on the selling floor.
Activities	Math Club Secretary December 19XX-Present <ul style="list-style-type: none">Maintain weekly meeting minutes and distribute to all members for approval.Write articles for the monthly club newsletter "The Calculator."
References	Available Upon Request