John Applicant

1 23 Main Street

Albany, NY 12345

(111) (111 -1111)

John.Applicant@email.com

**Experience**

Civil Engineer Technician, Albany Construction

Albany, NY

2006 - Present

Responsible for layout, design and production of site plans and preliminary blueprints for commercial office, retail and residential projects.

Civil Engineer Technician, Mistrals Group

New York, NY

2001 - 2006

- Responsible for planning, cost analysis, preliminary approvals applications, and design and production of site plans.

- Exposure to all phases of design and construction of retail store projects.

Draftsman / Site Work Coordinator

Eagle Eye Construction, New York, NY

1999 - 2001

- Drafting of various office and retail improvement projects.

- Responsible for survey crew training and scheduling.

- Exposure to primarily office and retail build outs.

**Education**

Imaginary Community College

Saratoga Springs, NY

Civil Engineering Certificate, 1999

**Skills**

Computer Aid Drafting and Designing (CADD), experience with HTML and web-designing software.