**HENRY HAILE**

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**OBJECTIVE**

Dedicated Construction Management student with exemplary work ethic, seeking a fall co-op position.

**EDUCATION**

Northern Kentucky University, Highland Heights, KY

Bachelor of Science in Construction Management | Dec. 20XX

Minor in Business

*Relevant Courses*: *Materials and Methods, Cost Control, Site Safety, Building Codes*

**RELATED EXPERIENCE**

Co-op: Maintenance Team Lead, *NKU Housing* March 20XX-Present

* Supervise three other student workers
* Attend to resident complaints regarding facilities
* Check pertinent systems such as heating and plumbing routinely

Capstone Project, *Ethical Construction Practices* Spring 20XX-Fall 20XX

* Created a guide to ethical construction practices under the guidance of Professor Norse
* Researched the dangers of unethical practices, and analyzed what went wrong
* Detailed potential liability issues and how to remedy them

Construction Budgeting Class, *Cost Analysis Project* Fall 20XX

* Planned out large-scale construction project with classmates
* Used Excel to list all materials and total costs; created budget
* Presented findings to local construction company

**OTHER EXPERIENCE**

Team Member, *Lowe’s*—Cold Spring, KY May 20XX-August 20XX

* Offered advice to customers on home improvement projects
* Specialized in the appliance department
* Communicated with co-workers to ensure customer needs were met

**INVOLVEMENT**

Member, *National Society of Leadership and Success* 20XX-Present

Volunteer, *Habitat for Humanity* 20XX-Present

Ambassador, *Leadership Committee* 20XX-20XX

**SKILLS**

OSHA Safety Regulations

Computer Aided Design (CAD)

Microsoft Office Suite

**HONORS AND AWARDS**

Founder’s Scholarship 20XX-Present

Dean’s List 20XX-20XX