**Spencer Hartcliff**

Current Address: 555-555-5555 | username@iu.edu Permanent Address:

625 N. Jordan Ave. 123 Resume Road

Bloomington, IN 47405 Chesterton, IN 46304

**Education**

**Indiana University**, Bloomington, Indiana *May 2022*

Bachelor of Science GPA: 3.45/4.00

Major: Cybersecurity and Global Policy

**Cyber Security Experience**

**Undergraduate Research Opportunities in Computing (UROC)**

Indiana University, Bloomington, Indiana *January 2019 – Present* *Research Assistant*

* Attend monthly research team meetings
* Participate in monthly professional development seminars
* Present and create posters for regional and state conferences
* Participate in a poster session

**Leadership Experience**

**Cyber Security Club,** Indiana University,Bloomington, Indiana *September 2019 – Present*

*Active Member*

* Attend weekly meetings to learn from guest speakers, plan career related events, and increase knowledge about trending technologies
* Participate in networking events and seminars to connect with professionals and develop professional expertise

**Serve IT Nonprofit Technology Clinic,** Indiana University, Bloomington, Indiana *August 2019 – Present*

*Intern*

* Apply technology skills in order to build capacity in the Bloomington nonprofit community to better serve their own missions
* Develop professional client-facing skills

**Activities**

**Global Analysis Discussion Club,** Indiana University, Bloomington, Indiana *January 2019 – Present*

*Active Member*

* Study and research in detail current events in a specific country each semester

**Work Experience**

**RPS Food Services**, Bloomington, IN *January 2019 – March 2020*

*Cashier*

* Calculated totals for individuals’ food purchases to ensure proper money transactions.
* Operated POS system to account for all transactions to promote correct inventory counts and orders.
* Greeted each customer and provided outstanding customer service.