

Malcolm Oyobio

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3246 George Light Rd.

Knoxville, TN 37931

(865) 927-1524 or (865) 454-1695

CAREER GOALS: I am recent college graduate with a Bachelor of Science degree who is seeking full-time employment with a well established company. I have gained direct experience in working with the public during my senior year of college. I am reliable and hard working. I adapt well to new situations and am comfortable working either as a member of a team or tackling a project on my own. I am a self-starter who takes pride in my work ethic and integrity. My areas of interest are Public policy, Human Ethics, Social development, Political Science and Global Affairs.

WORK EXPERIENCE:

June Anderson Women's Center *Oct 2008 – Feb 2010*

- Job Title: Program Assistant (Part Time)
 - My job was to assist the Director with daily Center operation functions and community programming. Duties included attending board meetings, supervising ongoing projects, coordination of company events and answering phones.

Frito-Lay Inc. *June 2007 - October 2008*

- Job Title: Bulk Picker/Loader (Part Time)
 - My job was to organize consumer orders for delivery routes, quality control to ensure accuracy and assist in truck loading/unloading of products. Ensured that all trucks met D.O.T requirements and all drivers were suitable for duty.

Spoon & Associates *May 2004 - June 2007*

- Job Title: Yard Worker/Laborer (Seasonal)
 - My job was to mow lawns, architectural landscaping and any home maintenance or repairs requested by the customer.

EDUCATION: Middle Tennessee State University

- Major University/ Professional Studies
- Minor Human Science
- Graduation Date: May 2009
 - My degree prepared me to work in areas such as Human resources, Business, Human Development, Environmental, Governmental research and other related areas.

KNOWLEGE/ SKILLS:

- Microsoft Word
- Power point
- Excel
- InDesign (MAC)
- 40 hour OSHA CFR 1910.120/ Haz Waste Operations/ TSD training
- DOE Fall Prevention and RAD 1 and 2 certified training

CURRENTLY:

- Substitute Teacher for Knox County Schools

AFFILIATIONS:

- Member, Oak Valley Baptist Church (Oak Ridge, TN)
- Volunteer with UNNIK Academy (Knoxville, TN)
- Volunteer with Habitat for Humanity (Murfreesboro, TN)
- Tennessee Science Bowl Volunteer (Oak Ridge, TN)

INTERESTS:

- Community service
- Helping youth through mentoring, tutoring and counseling for family special needs
- Physical Fitness

~ References produced upon Request ~