

PPM Resume Sample

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EDUCATION

B.S. Natural Resource Recreation and Tourism, Colorado State University, Fort Collins, CO
Concentration: Parks and Protected Areas Management

May 2012

RELATED EXPERIENCE

Open Lands Ranger, Larimer County Department of Natural Resources, Loveland, CO

March – Nov 2012

- Educated (Authority of the Resource), warned, and issued penalty assessments to protect visitors and natural resources in open spaces and parks.
- Practiced officer safety skills in remote locations.
- Communicated with guests, neighbors, and special event hosts to promote positive public relations.
- Maintained facilities by hauling dumped waste, stocking bathrooms, clearing trails, mowing, and posting signs.
- Monitored nesting raptors and wildlife in natural areas.
- Directed and assisted community service crews and volunteers on a weekly basis.
- Wrote reports and patrol logs with appropriate conciseness and detail.

Education/Outreach Intern, Boulder County Parks and Open Space, Longmont, CO

May – Dec 2011

- Communicated with park visitors for interpretation and practice of Authority of the Resource Technique.
- Hosted interpretive displays at trailheads and festivals.
- Co-led interpretive hikes and volunteer forestry crews.
- Maintained and calibrated traffic counters throughout County.
- Removed invasive plants; treated with herbicide.

Crew Leader, Rocky Mountain Youth Corps, Steamboat, CO

May – Aug 2010

- Taught trail building skills to crew members; performed conservation work in Mississippi and Colorado.
- Facilitated nightly educational discussions issues during an educational program that encourages members to share information and experiences, backcountry first aid and rescue, and leadership skills.
- Managed a crew of 10 people and the tasks and progress of all projects during the workday; handled all issues, concerns and problems within the group.

CERTIFICATIONS AND TRAINING

- Seasonal Ranger Training, Larimer County DNR with Larimer County Sheriff's Office, Colorado Parks and Wildlife, and Greeley Police Department May 2012
 - Interview and Interrogation
 - Lone Officer Survival
 - Dealing with Difficult People
 - Radio Communication Basics
 - Character First
 - Verbal Communication Skills
 - Regulations & Enforcement: Titles 29, 18
 - Report Writing
 - Working with Wildlife Violations
 - Preparing for Court
 - Gangs and Narcotics
 - BUI/DUI
 - Vehicle Contacts
 - Critical Incidents
 - OC Aerosol Spray Certificate, Scientific Combatants Group
- Ranger Training Scenario, Colorado Open Space Alliance March 2012
- Wilderness First Aid, NOLS March 2012
- BLS for Healthcare Providers (CPR & AED), American Heart Association March 2012
- Driving Training Certificate, Boulder County Sheriff June 2011
- CPR & First Aid, American Red Cross June 2011
- Project Wild Environmental Education Certificate November 2010
- Project Learning Tree Environmental Education Certificate November 2009
- Certified Interpretive Guide, National Association for Interpretation January 2009
- Leave No Trace Trainer Certificate, Center for Outdoor Ethics April 2008