**Oscar L. Smith**

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**OBJECTIVE**

To obtain a Human Resources Internship position that will allow me to use my strong work ethic, positive attitude, and customer service experience.

**EDUCATION**

**Purdue School of Engineering and Technology- IUPUI** Indianapolis, IN

Bachelor of Science in Organizational Leadership and Supervision Expected May 2015

Certificate: Human Resources Management

Relevant Coursework:

* Ethical decisions in leadership
* Occupational safety & health
* Project management
* Leadership theories
* Personnel law
* Labor relations
* Human resource mgmt.
* Training Methods
* Technical communications
* Compensation management
* Organizational staffing

**RELATED EXPERIENCE**

**Society of Human Resources Management Student Chapter 5404** Indianapolis, IN

Marketing Chair 2013 - 2014

* Attended monthly chapter meetings
* Promoted professional events and programs to members
* Posted articles and updates via social media

**Human Resource Management Research Project** Fall 2013

* Researched and evaluated qualities of the “2013 Best Companies to Work For”
* Collaboratively created and delivered final presentation

**Human Behavior Observation Project** Summer 2013

* Observed staff interactions and team dynamics
* Collaboratively documented observations and identified roles and responsibilities of staff

**Other Work Experience**

**CVS** Indianapolis, IN

Customer Service Representative 2012 - Present

* Provide stellar customer service
* Reduce/eliminate aged inventory

**Macy’s** Indianapolis, IN

Sales Associate 2011

* Assisted store with meeting daily sales goals
* Tracked and documented inventory
* Organized store layout in compliance with corporate floor set instructions