

James Cunningham

304-555-1212 / professional.email@gmail.com

Campus Address

1110 University Avenue
Morgantown, WV 26506

Permanent Address

123 Success Drive
Pittsburgh, PA 15555

EDUCATION

West Virginia University, Morgantown, WV

Bachelor of Science in Resource Management; Minor in Energy Land Management

Overall GPA: 3.7/4.0 – Major GPA: 3.6/4.0

Anticipated: May 2018

INTERNSHIP & JOB SHADOWING EXPERIENCE

Intern Abstractor

West Virginia Land Services, Charleston, WV

- Researched deeds, maps, plots of land, taxes, mortgages and right-of-ways of proven land ownership through gas, oil and all minerals rights
- Drove to numerous courthouses within three states (West Virginia, Ohio, and Pennsylvania)
- Obtained leases from property owners
- Generated new business with energy firms, title companies, and banks

May 2016 – August 2016

Land Negotiator Intern

Southwestern Energy, Morgantown, WV

- Prepared and filed documents for lease acquisitions and divestitures
- Provided customer relation services to landowners and partners
- Demonstrated knowledge of regulations and industry changes
- Administered oil and gas leases, titles, and title curative

May 2015 – August 2015

Job Shadow

Kirk King Law Office, Waynesburg, PA

- Reviewed and organized title work property searches and mortgage lien checks
- Observed the daily activities of a abstractor in the office and in the field

March 2015

WORK EXPERIENCE

Waiter

Boston Beanery, Morgantown, WV

- Use customer service skills in a fast-paced environment
- Operate cash register with up to \$1,000 on a daily basis

June 2014–Present

ASSOCIATIONS/VOLUNTEER WORK

WVU Society of Environmental Professional Students Club

Sierra Club Member

NAAEE Member

January 2015 – Present

August 2015 – Present

August 2014 – Present

HONORS/AWARDS

Promise Scholarship

August 2014 – Present

SKILLS

Microsoft Office (Word, Excel, PowerPoint, Project, Tester), MatLab, and Ansys