

# Robin Mark Grams

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- Objective** To obtain a full-time position where I can utilize my schooling, knowledge and work experience.
- Experience**
- Swim Coach  
May 2012 – Current Waukesha Express Swim Club
- Leads the gold group which consists of 35 children.
  - Assist with the technique and skills for the high school age students.
- City Planning Intern  
2011-2012 City Planning Department, Indianapolis, IN
- Used GIS, Arch Maps and Microsoft office on a daily basis, as well as developing land use maps for the long range planning department.
  - Measured and calculated land in the city of Broad Ripple, IN that is building townhouses from my recommendation.
  - Worked on finding parking locations for the 2012 Super Bowl in Indianapolis.
  - Assisted long range and current planners with many projects.
- Front Desk Operations Supervisor  
2009-2010 LA Fitness, Indianapolis, IN
- Customer service tasks included, answering phones, opening and closing the building, coordinating schedules, and assisted customers on a daily basis.
- Letter Carrier  
2007-2009 United States Postal Service, Waukesha, WI
- Sorted and delivered mail to the customers.
  - Developed great customer service skills while dealing with customers and businesses.
- Education**
- IUPUI School of Public and Environmental Affairs, Indianapolis, IN  
2011-2012
- Masters in Public Administration with an emphasis on urban planning and management.
  - 3.39 Cumulative GPA
- IUPUI School of Public and Environmental Affairs, Indianapolis, IN  
2010-2011
- Graduate Certificate Degree in Public Administration and Management.
- University of Wisconsin-Green Bay  
2002-2007
- B.A. in History with a minor in Urban and Regional Studies.

**Extra Curricular  
Activities and  
Volunteer Work**

- Scholarship member of the University of Wisconsin-Green Bay men's division 1 swim team.
- Volunteered throughout southeastern Wisconsin with Calvary United Methodist Church in West Allis, WI, since 1996
- Big Event for Little Kids: April 2003-2006, Green Bay, WI
- March of Dimes, Walk America, 2006, Green Bay, WI

**Professional  
Affiliations**

American Planning Association  
Wisconsin Planning Association

**References**

Jason Gallo- City Planner in Oconomowoc, WI (262) 470-6874  
Keith Holdsworth- Lead Planner in Indianapolis, IN (317) 327-5114