

Your Name
Street Number and Name
City, State and Zip Code
Phone Number/Cell Number
Email Address

Objective What do you want to do?

Education Name of High School
Street Number and Name
City, State and Zip Code
Dates attended: From Date – Present

Work Experience Company Name
Street Number and Name
City, State and Zip Code
Job Title

- Duties or Achievements
- Duties or Achievements

Company Name
Street Number and Name
City, State and Zip Code
Job Title

- Duties or Achievements
- Duties or Achievements

Accomplishments List one or more things that you have done or a special skill you may have.

Activities List activities in which you have participated such as scouting, sports teams, church groups, etc.

Interests List hobbies, special interests, travel, etc.