|  |
| --- |
| First Name last name1234 Easy St. Beloit, WI 53511 | (xxx)xxx-xxxx | email@email.com  |

# EDUCATION

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| --- |
| beloit memorial High SchoolAnticipated graduation: June 20\_\_GPA \_.\_ (only include if 3.0 or greater)Elective Courses: AP courses, specialized courses (welding, childcare, foreign language, etc. |

# CERTIFICATIONS

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| --- |
| *Remove if this does not apply*Examples: Lifeguard, CPR/First Aid, Childcare, MOS Certification, etc. |

# ACHEVEMENTS & EXTRACURRICULARS

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| Club participationSportsNational Honor SocietyStudent CouncilJROTCBoy Scouts/Girl Scouts |

# SKILLS & ABILITIES

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| *Include skills that will be important to have in the career you chose*Multi-taskingOrganizationMeeting deadlinesProficiency with Microsoft Office Suite |

# WORK EXPERIENCE

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| **JOB TITLE, COMPANY NAME**Dates From – To* Responsibility 1
* Responsibility 2
* Responsibility 3
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# volunteer EXPERIENCE

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| beloit Domestic Violence ShelterMay 2019Sorted donations from the community for disbursement to victims |