

BLANK RESUME

YOUR NAME HERE

Address
City, State, Zip Code
Phone number
Email address

EDUCATION

Your Middle or High School Here City, State

Year – present General education or area of concentration
List the awards, clubs, and activities you are
involved in.

EXPERIENCE

Company or person for whom you worked City, State

Year – present Your title here

- Responsibilities and accomplishments
- Responsibilities and accomplishments

Summer Year Company or person for whom you worked

- Responsibilities and accomplishments
- Responsibilities and accomplishments

OTHER DATA

- List other accomplishments outside school and work,
- Special training, interest and hobbies.