**First Name Last Name**

Address, City, State Zip

Phone

**OBJECTIVE**

Type short career objective here.

**EDUCATION**

**TYPE HIGH SCHOOL NAME HERE** – City, State Date of Graduation: Type Month/Year

Area of Study: College Preparatory/MME Curriculum

**BAY-ARENAC ISD CAREER CENTER** – Bay City, MI Date of Completion: Type Month/Year

Program Area: Type Name of Program Here

**WORK EXPERIENCE**

**NAME OF EMPLOYER** – City, State Dates of Employment: Type Month/Year

Contact Information: Name of Supervisor & Phone #

Specific Duties: Type a short list of what you do

**NAME OF EMPLOYER** – City, State Dates of Employment: Type Month/Year

Contact Information: Name of Supervisor & Phone #

Specific Duties: Type a short list of what you do

**MEMBERSHIPS & ACHIEVEMENTS**

* Member of student club organization
* Member of team at school
* Captain or leader of group
* Academic Awards
* Attendance Awards

**COMMUNITY SERVICE**

* List any volunteer work you have done (two or three)
* List any other volunteer work (Worked for more than 1 hour – no pay)

**REFERENCES**

First & Last Name, Acquaintance, Phone #

First & Last Name, Acquaintance, Phone #

First & Last Name, Acquaintance, Phone #