**First Name Last Name**

**E-mail Address** – **Phone Number - Home Address**

**CAREER OBJECTIVE**

To find a job that allows me to use my communication skills, knowledge in science, and so on…

**EDUCATION**

* High School, Tallahassee, FL
	+ Graduation Year, GPA
* Courses you may have focused on: DCT
* Dual Enrollment at XYZ University
	+ Courses you were Dual Enrolled in
* Online course work through Virtual School
	+ Online coursework
* Certifications you may have
* Educational Accomplishments During School – Deans List so on…

**PRACTICAL EXPERIENCE**

**Job 1 , Location** DATE

 *Position Title*

* Bullet Points explaining your job duties

**Job 2, Location** DATE

 *Position Title*

* Bullet Points explaining your job duties

**VOLUNTEER EXPERIENCE**

**Volunteer 1, Location** DATE

 *Position Title*

* Bullet Points explaining your job duties

**Volunteer 2, Location** DATE

 *Position Title*

* Bullet Points explaining your job duties

**SCHOOL ACTIVITIES**

* + - Activity 1, Dates of Participation, Position held if any
		- Activity 2, Dates of Participation, Position held if any

**APPLICABLE SKILLS**

* Any skills you have developed through work and school