

RESUME WORKSHEET

NAME: _____

ADDRESS: _____

TELEPHONE: _____

EDUCATION: School Name, Address and Phone should be provided

Elementary _____

Or Middle _____

Middle _____

Courses: Enjoyed/Excelled at

1. _____

2. _____

3. _____

4. _____

5. _____

SCHOOL ACTIVITIES AND COMMUNITY ACTIVITIES

1. _____

2. _____

3. _____

4. _____

5. _____

INTEREST AND HOBBIES

1. _____

2. _____

3. _____

4. _____

5. _____

WORK EXPERIENCE

- 1. Name of Place Worked _____
Address _____
Phone _____
Position (Type of work) _____
Supervisor Name _____

- 2. Name of Place Worked _____
Address _____
Phone _____
Position (Type of work) _____
Supervisor Name _____

- 3. Name of Place Worked _____
Address _____
Phone _____
Position (Type of work) _____
Supervisor Name _____

REFERENCES (Adults who know and would say good things about you cannot be a relative, must be over 18 years of age.)

- 1. Name _____
Address _____
Phone _____

- 2. Name _____
Address _____
Phone _____

- 3. Name _____
Address _____
Phone _____