

Jane Doe
123 Main Street
Castle Rock, Colorado 80109
303-123-4567
Cell: 303-789-1234
jdoe@msn.com

Objective: To obtain an internship in elementary education at South Elementary School

Education:

2005-Present Castle View High School
 5254 North Meadows Drive
 Castle Rock, Colorado 80109
 303-387-9000

Leadership, Global Studies and Communication Academy
Relevant Courses: Psychology, Child Psychology, Sociology, Spanish I, II, III, Integrated Math I, II, III,
Public Speaking, College Prep Reading/Writing, Digital Works
GPA: 3.5
Graduation Date: May 22, 2009

Work Experience:

2007-present King Soopers Customer Service Representative
 Assist customers with questions and concerns
 Sell tickets to events
 Complete cash and credit card transactions

June-August 2007 Habitat for Humanity Volunteer
 Assist with interior and exterior construction

Honors:

2008-2009 National Honor Society
2007-2008 Who's Who Among American High School Students
2007-2008 First Place Award Drawing and Painting at Castle View High School
 Art Show

Activities:

2007-2008 Vice President, Castle View High School Student Government
2005-2008 Member, Castle View High School Girls Tennis Team
2007-2008 Captain, Castle View High School Girls Tennis Team
2005-2008 Member Castle View High School Symphonic Orchestra

References:

Available Upon Request

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123 Main Street
Castle Rock, Colorado 80109
303-123-4567
Cell: 303-789-1234
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Objective: To obtain an internship in elementary education at South Elementary School

Education:

8/06-Present Castle View High School
5254 North Meadows Drive
Castle Rock, Colorado 80109
303-387-9000

8/05-6/06 Douglas County High School
1234 Front Street
Castle Rock, Colorado 80109
303-387-1234

Leadership, Global Studies and Communication Academy

Courses: Psychology, Child Psychology, Sociology, Spanish I, II, III, Integrated Math I, II, III,
Public Speaking, College Pre Reading/Writing, Digital Works

GPA: 3.5

Graduation Date: May 22, 2009

Work Experience:

9/2007-present King Soopers Customer Service Representative
Assist customers with questions and concerns
Sell tickets to events
Complete cash and credit card transactions

6/2007-8/2007 Habitat for Humanity Volunteer
Assist with interior and exterior construction

Honors:

5/2008-present National Honor Society

5/2007 Who's Who Among American High School Students

4/2008 First Place Award Drawing and Painting at Castle View High School Art Show

Activities:

8/2007-present Vice President, Castle View High School Student Government

8/2006-present Member, Castle View High School Girls Tennis Team

8/2007-present Captain, Castle View High School Girls Tennis Team

8/2006-present Member, Castle View Symphonic Orchestra

References:

Available Upon Request