

## Sample Resume

Legal Name  
Street Address  
City, State ZIP

E-Mail Address  
DOB: Mo/Day/ Year  
707-Phone Number

Activity	Positions Held/Description	Grades	Hours
<b>Sports</b>	Water Polo	9, 10	10 hr/wk
	Swimming – JV and Varsity	9, 10, 11, 12	13 hr/wk
	Frosh Basketball	9	13 hr/wk
<b>Leadership</b>	Class Secretary	10	2 hr/wk
	ASB Vice President	12	7 hr/wk
	Youth Group Leader	11, 12	2 hr/wk
<b>Link Crew</b>	Students Helping Students Succeed	11, 12	15 hr/yr
<b>Community Service</b>	Various activities	9, 10	25 hr/yr
	Tutoring elementary students	11	25 hr/yr
<b>Senior Service Project</b>	Mentor for at-risk children	12	2 hr/wk
<b>Clubs</b>	Science Club	9	8 hr/yr
	Model UN	11, 12	10 hr/yr

### Work Experience During High School (list most recent first and then back)

Employer	Type of Work	Dates of Employment	Approx hours per week
ABC Pool	Lifeguard	Summer 2010	30

### Special Recognition (list both school and outside recognition)

Description	Grades
Grade 11 End of Year School Wide Awards: Honors-Ethics	11
Scholar Leadership Awards for earning GPA above 3.5 during term of office	10
Scholar Athlete Awards for earning GPA above 3.5 during season	9, 10, 11
NCS Swimming	10, 11
Honor Roll Awards	9, 10, 11
Grade 10 End of Year School Wide Awards: Honors: Geometry, World History	
Biology	10
CA Music Educators' Association Choir Award – Unanimous Superior	10
Grade 9 End of Year School Wide Awards: Honors: Intro Physical Science	9

### Other

Cumulative GPA after 6 semesters:

College Major: \_\_\_\_\_ or \_\_\_Undecided

Plan to submit college applications to: List names of colleges & universities

Date Resume Updated: