YOUR NAME

Address

City, State Zip Code

Phone Number E-mail

EDUCATION

* **Lakeland High School [or Harrison School for the Arts]** Lakeland, FL

Expected Graduation May 2019

WORK/VOLUNTEER EXPERIENCE [at least 2-3]

* **Date – Date**

**Place of Employment/Service** City, State

Job Title: Actions/Responsibilities

CLUBS, SPORTS, AND ACTIVITIES

*

SKILLS, PROFICIENCIES, AND AWARDS [at least 4-5]

* Languages you speak
* Computer programs you use well
* Special talents you have
* Athletic/Academic/Artistic/Attendance/Service Awards

REFERENCES [at least 2, not family]

* **Name**

Job Position Business City, State

Contact Info