

# RESUME BUILDER

FIRSTNAME MIDDLE INITIAL LASTNAME

Contact information – city,state  
Contact information – email  
Contact information – phone number

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## Education

<b>School</b>	Anticipated year of graduation or graduation year	
<i>ACT/SAT</i>	Score	Year
<i>AP Class</i>	Score on test	Year
<i>AP Class</i>	Score on test	Year
<i>Relevant Dual-Credit Class</i>	School	Year
<i>Relevant Dual-Credit Class</i>	School	Year

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## Extra-Curricular Activities

### SPORTS

<b>Sport Played</b> School or Non-School Program Grade Year Participated	<ul style="list-style-type: none"><li>Describe any honors (varsity letter, team award, all-league, etc.)</li></ul>
<b>Sport Played</b> School or Non-School Program Grade Year Participated	<ul style="list-style-type: none"><li>Describe any honors (varsity letter, team award, all-league, etc.)</li></ul>
<b>Sport Played</b> School or Non-School Program Grade Year Participated	<ul style="list-style-type: none"><li>Describe any honors (varsity letter, team award, all-league, etc.)</li></ul>

### DRAMA

<b>Name of Production</b> School or Non-School Program Grade Year Participated	<ul style="list-style-type: none"><li>Part or job in the production</li></ul>
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### MUSIC

<b>Activity</b> School or Non-School Program Grade Year Participated	<ul style="list-style-type: none"><li>Part or role played in the activity</li></ul>
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### CLUBS

<b>Club Name</b> Grade Year Participated	<ul style="list-style-type: none"><li>Office or roles performed</li></ul>
<b>Club Name</b> Grade Year Participated	<ul style="list-style-type: none"><li>Office or roles performed</li></ul>
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## Community Service Experience

**Volunteer Organization**  
Grade Year Participated

- Work performed

**Volunteer Organization**  
Grade Year Participated

- Work performed

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## Leadership Experience

**Position Held**  
Organization  
Grade Year Participated

- Describe the position held or leadership experience gained

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Organization  
Grade Year Participated

- Describe the position held or leadership experience gained

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## Unique Section (Like Work-Based Learning, Research, Special Academic Programs, Etc.)

**The Organization**  
Position  
Grade Year Participated

- Describe this “unique” thing – what is, what did you do, why did you do it
- Describe one other important thing you learned from the experience

**Organization**  
Position  
Grade Year Participated

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## Awards and Honors

*Award or Honor*  
*Award or Honor*

Organization  
Organization

Year  
Year

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## Additional Experiences

*Additional Experiences*  
*Additional Experiences*

Organization  
Organization

Year  
Year

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## Work

**Employer - Position**  
Location  
Month Year Begin ~ MonthYear End

- Detail the number of hours per week and the number of weeks worked
- Describe one important thing you did (this must fit on **this** line)
- Describe one other important thing you did (still, use only one line)

**Employer - Position**  
Location  
Month Year Begin ~ MonthYear End

- Detail the number of hours per week and the number of weeks worked
- Describe one important thing you did (this must fit on **this** line)
- Describe one other important thing you did (still, use only one line)