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| 123 Street Name  City , CA 12345  Phone (805) 123-4567 |

Student Name

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| Objective | To obtain an entry-level position in a challenging work environment in which I can utilize my experience and skills as well as learn new skills |
| Education  Awards | 2011-2015 Providence Career and Technical Academy Providence, RI  High School Diploma (pending)  Scholar Letter - (Spring-Fall 2009, Spring-Fall 2010, Spring-2011)  Elk’s Student of the Month - (Spring 2010)  Perfect Attendance- (2009, 2010)  Brave of the Quarter - (2009, 2010) |
| Summary of Skills | * Energetic and hardworking * Physical strength and stamina * Ability to learn quickly * Dependable with perfect attendance * Knowledgeable of Word, Excel, and Windows * Leader and team oriented |
| Work experience | March 2011 - Present Yogurt WOW! Lompoc, CA  **Store Clerk**   * Cleaned and maintained work areas, equipment, and utensils. * Removed garbage and placed in refuse area * Stocked serving stations with food and utensils * Knowledge and practice of kitchen safety & sanitization of tools and food preparation areas * Worked on the cash register   June 2010 - August 2010 Sunny Days Day Care Lompoc, CA  **Daycare Assistant**   * Cleaned and maintained work areas, equipment, and utensils. * Removed garbage and placed in refuse area * Served healthy portioned food * Knowledge and practice of kitchen safety & sanitization of tools and food preparation areas * Taught preschool level education; colors, numbers, etc. |
| Volunteer experience | August 2009 - July 2010 Second Time Around Lompoc, CA  **Store Clerk**   * Cleaned and maintained work areas, equipment, and donations * Removed garbage and placed in refuse area * Cash register | |
| References | Sandra Yogurt Wow! Owner (805) 123-2456  Dana Pickles (805) 123-1234  Monica Mays Early Academic Outreach Coordinator (805)123-4567 |
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