

Steven Student

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Santa Clara, CA 95123

408-555-5555
student@student.com

Relevant Experience:

Name of Company: _____ **Date** _____

Address or other contact information

This is where you type in a description of the duties that you held at this position. Be sure to capture key responsibilities and skills learned. Start from your present or most recent work experience.

Name of Company: _____ **Date** _____

Address or other contact information

Type in your second most recent work experience. Remember to include volunteer work in your relevant experience.

Relevant Skills:

Word	Excel
C++	HTML
HTML	Web Design

Awards and Achievements:

Rewarding Youth Achievement	2002-2003
Honor Roll	2002

Education:

Grant High School	Expected Graduation Date:
Address	2005

References:

Margaret Mentor	Supervisor at Subway	408-555-5555
	Professional Reference	margaret@subway.com
Liam Librarian	Mentor at Library	408-555-5555
	Professional Reference	liam@library.com
Charles Chaplain	Pastor	408-555-5555
	Character Reference	charles@chaplain.com