First Name Last Name

Phone in this format (206) XXX-XXXX

Email: (use a professional email, not monstertrkracing@whatever.com)

**Education**

Nathan Hale High School, Seattle, WA

Expected graduation June 2061

**Work Experience**

Child Care – various families. Seattle, WA. 2015- Present.

Cared for children in afternoons and evenings for neighborhood families. Experienced with children, ages 5 to 10.

Part-time Sales Assistant. The Sock Shop, Seattle, WA. December 2015-January 2017.

Provided customer service. Organized and stocked shelves. Responsible for cashiering and all visual displays.

Construction Assistant. The Log Home Company, Mt. Vernon, WA Summer, 2016.

Handled construction materials for truck deliveries. Maintained detailed spreadsheets of product shipping and deliveries.

**Volunteer Experience**

Food Bank Volunteer. The Helping Hand, Seattle, WA Winter 2016.

 Assisted lead volunteers with sorting, packaging and distribution of non-perishable goods.

Ski Instruction Assistant. Mohan Ski and Snowboarding School. Snoqualmie Pass, WA Winter 2015.

 Assisted ski instructors with small groups of children.

**Skills**

Ski Instruction

Red Cross Certified

Adobe Photoshop

Microsoft Excel and Access

German Language, fluent

**Achievements**

Honor Scholar Society Member. Nathan Hale High School. Academic Year 2016-2017.

Most Valuable Player. Chess Team, Nathan Hale High School. June 2016.

State Championship. Mugly Others Scuba Hockey Team. January 2016.

References: Available upon request.