Sample Resume - High School - No Work Experience

First Name Last Name

1 Kamehameha Avenue, Hilo, Hawaii 96720 home: 808.555.5555

> cell: 808.486.2222 email: jjkalani@hccpp.com

Objective:

To obtain a position, internship, etc. Customize the resume objective to match the

position you are applying for.

Education

Waiakea High School, Hilo, Hawaii

2005 - 2009

Experience

Pet Sitter

2004 - Present

Provide pet sitting services including dog walking, feeding and yard care.

Child Care

2005 - Present

Provide child care for several families after school, weekends and during school vacations.

Achievements

- National Honor Society: 2006 2007, 2008
- Academic Honor Roll: 2006 2008

Volunteer Experience

- Big Brother / Big Sisters
- Hilo Public Library
- Run for Life

interests / Activities

- Member of Waiakea High School Tennis Team
- Girl Scout
- Piano

Computer Skills

• Proficient with Microsoft Word, Excel, and PowerPoint, and Internet

References

Mr. Waiakea 155 West Kawili Street Hilo, Hawaii 96720 808-974-4888 x111

Mrs. Waiakea 155 West Kawili Street Hilo, Hawaii 96720 808-974-4888 x222