**First Name Last Name**

Street Address, City, State Zip Code

Home Phone or Cell Phone or Both:

Email:

***OBJECTIVE***

Type career objective here.

***EDUCATION***

H.S. NAME HERE – Type Phone # Here Graduation Date: Type Month Year

School Address, City, State Zip

BAY-ARENAC ISD CAREER CENTER – 989-686-4770 Completion Date: Type Month Year

Program Area: Type Program Here

4155 Monitor Road, Bay City, MI 48706

***WORK HISTORY***

NAME OF COMPANY (Most Recent Job 1st) – Type Phone # Here Start Date-End Date

Work Address, City, State Zip

Supervisor:

Duties: Type statement listing duties performed.

***SPECIAL SKILLS***

Computer Skills Medical Training Area Specialties

Software Knowledge CPR Brakes

Microsoft Word Blood Pressure CAD

***MEMBERSHIPS & AWARDS***

* Type any club or professional memberships here
* Type any awards you have received either at your Home School or Career Center
* Type any accomplishments here

***COMMUNITY SERVICE***

* Type Name of Organization, Duties Performed

***REFERENCES***

First & Last Name First & Last Name First & Last Name

Job Title or Acquaintance Job Title or Acquaintance Job Title or Acquaintance

Phone Phone Phone