

[Your Name]

[Address] | [City, State ZIP] | [Phone Number] | [Email Address]

OBJECTIVE

Enter a brief statement about your career goals and what you aim to achieve.

EDUCATION

[High School Name], [City, State]

Expected Graduation: [Month Year]

GPA: [GPA] (if above 3.0)

KEY SKILLS

- [Skill 1]
- [Skill 2]
- [Skill 3]
- [Skill 4]

EXTRACURRICULAR ACTIVITIES

[Activity Name] â€“ [Role/Position], [Year(s)]

Brief description of involvement or accomplishments.

[Activity Name] â€“ [Role/Position], [Year(s)]

Brief description of involvement or accomplishments.

WORK EXPERIENCE

[Job Title], [Company Name], [City, State] â€“ [Year(s)]

- Description of responsibilities or tasks.

[Job Title], [Company Name], [City, State] â€“ [Year(s)]

- Description of responsibilities or tasks.

AWARDS & ACHIEVEMENTS

- [Award or Achievement], [Year]
- [Award or Achievement], [Year]

REFERENCES

Available upon request.