**First & Last Name**

**Address/Contact #**

**Email**

**OBJECTIVE:** Seeking an entry-level position.

**EDUCATION**

* Itawamba Agricultural High School, Fulton, MS (School Name, City, State)

 Expected Date of Graduation: May 2024 (Month Year)

GPA: 3.0/4.0 ACT: 26 (GPA: 3.0 or higher)

* Itawamba Career & Technical Center, Fulton, MS

 Welding Pathway (Pathway Name) Expected Date of Pathway Completion: May 2024 (Month Year)

**SKILLS**

* Ability to work under pressure
* Leadership skills
* Communication skills
* Computer skills (Internet, Microsoft (Word, Excel, PowerPoint), MAC, etc.

**ACHIEVEMENTS/AWARDS/CERTIFICATIONS**

* CPR Certified
* ASE - (Automotive Service Excellence) (10 certs in AST, 4 in CR)
* NCCER - (National Center for Construction Education and Research)
* MS CPAS - (Mississippi Career Planning and Assessment System) Digital Media II - Proficient
* ACT WorkKeys - Silver, Gold, or Platinum
* Biology I state test - Proficient (2021)
* Honor Roll - 9th (2018)
* ICTC Student of the Month (September 2022)
* Football All-Division (2018)
* Collision Repair I Award (2017)

**SCHOOL INVOLVEMENT/COMMUNITY SERVICE**

* National Technical Honor Society (NTHS)-10th grade to present
* HOSA (Health Occupations Students of America) - 10th grade
* SkillsUSA - 10th grade
* Archery-9th to present
* Spanish club-9th and 10th grade
* Vacation Bible School, Music Leader (June 2018)
* Habitat for Humanity volunteer (May, 2017)
* Packaged over 250 Christmas bags for the Meadows patients (December, 2017)
* Scare on the Square - Halloween 2022

**WORK EXPERIENCE or Unpaid Work Experience**

Job #1: List job and location (Example: Hardee’s, Fulton, MS)

Dates of employment (May 2017-Present)

* List job duties and skills
* List job duties

Job #2: List job and location (Example: Subway, Fulton, MS)

Dates of employment (May 2016-May 2017)

* List job duties and skills
* List job duties

Continue to list past job experience here-refer to job #1 and job #2 example

**REFERENCES** (List at least 3 references; NO family members; Examples: Teacher, employer, church member, etc.)

Britney Martin-Itawamba Career & Technical Center

200 Career Tech Road, Fulton, MS 38843

bmartin@itawambacountyschools.com

Person 2-Hardee’s

Address of Hardee’s

Email of person

Person 3