



Name (first & last): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ E-mail: _____

Work Experience (Most recent first-can include volunteer work/internship)

Job Title: _____ Employer: _____

City/State: _____ Dates: _____

Duties: _____

Job Title: _____ Employer: _____

City/State: _____ Dates: _____

Duties: _____

Job Title: _____ Employer: _____

City/State: _____ Dates: _____

Duties: _____

Skills/Certifications/Qualifications/Honors & Awards:

Education (Most recent first)

Degree: (Completed or In Progress): _____

High School or College Attended: _____ G.P.A _____

City: _____ State: _____ Start Date (M/Y) _____ Graduation Date (M/Y) _____

Degree: (Completed or In Progress): _____

High School or College Attended: _____ G.P.A _____

City: _____ State: _____ Start Date (M/Y) _____ Graduation Date (M/Y) _____



Contact Career Services for resume assistance:
276.964.7262 or 276.964.7562
careerservices@sw.edu