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| --- | --- | --- |
| Your Name  4567 Main Street  City, State 98052  (718) 555–0100  [robin.zupanc@example.com](mailto:Robin.Zupanc@example.com) |  | State your career goals and show how they align with the job description you’re targeting. Be brief and keep it from sounding generic. Be yourself. |
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| Skills (Give Examples of below) |  | Education |
|  |  |  |
| Honest/Reliable  Team Player  Excellent Math Skills  Organizational Talent  Adaptable/Flexible  Creative  (Might want to provide an example of a group project where you exhibited the skills you mentioned above). |  | Kell High School  Grade:  Subjects of Interest: |
| Experience |
|  |
| 2021 - present  Hungry Howie’s  Summarize your key responsibilities and accomplishments. Where appropriate, use the language and words you find in the specific job description. Be concise, targeting 3-5 key areas.  2020 - 2021  Dunkin’  Summarize your key responsibilities and accomplishments. Here again, take any opportunity to use words you find in the job description. Be brief. |
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