



# Zaylee Mays

HIGH SCHOOL GRADUATE



YOUR@EMAIL.COM



222 555 7777

## High School Graduate Resume

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Date of Birth: [YOUR DATE OF BIRTH]

Age: [YOUR AGE]

Address: [Your Company Address]

LinkedIn: [https://www.linkedin.com/in/your\\_own\\_profile](https://www.linkedin.com/in/your_own_profile)

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### I. Objective

Motivated high school graduate seeking a full-time position where I can utilize my skills, enthusiasm, and dedication to contribute positively to the team and grow both personally and professionally.

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### II. Education

#### High School Diploma

Anytown High School, Anytown, USA

September 2050 - June 2054

#### Relevant Coursework:

- English Language Arts
  - Mathematics
  - Science
  - Social Studies
  - Spanish Language
-

# Resumes For High School Graduates

**Robert Uda**



## Resumes For High School Graduates:

**Resumes for High School Graduates**, 1993 This practical up to date guide identifies the essential ingredients of a successful resume It can help you write a concise stylish and easy to read resume that will get noticed **Resumes for High School Graduates**, 3e McGraw-Hill Companies, 2005-09-21 This guide includes dozens of sample resumes and sample cover letters worksheets that help you gather information and draft your resume descriptions of common elements in the most popular resume formats and advice on submitting resumes electronically Real-resumes for Students Anne McKinney, 2000 Instructs college students on presenting their work experiences from part time summer jobs to internships in a professional manner designed to display strengths to future employers 101 Best Resumes for Grads Jay A. Block, 2002-09-03 A PAPERBACK ORIGINAL The ultimate resume and job hunting guide for recent grads Written by the bestselling career author team of Jay Block and Mike Betrus this book helps graduates parlay their diplomas into their all important first real jobs Unlike most other resume guides 101 Best Resumes for Grads assumes no prior work history or job experience making it the ideal choice for grads in the 18 to 24 year old age bracket Yet it also offers invaluable advice and guidance for the growing population of older grads including those who returned to school in midlife in order to pursue new careers and women returning to the workforce after raising a family Includes Resumes for more than 50 areas of specialization Job hunting strategies from networking to job hunting etiquette Online job search tips including formatting resumes for online posting using job databases and more *Real-resumes for Career Changers* Anne McKinney, 2000 Writing a career change resume is the most complex of resumes to write Using actual resumes and covering letters the editor of this series shows the reader how to consider new opportunities and how to communicate past experience in a way that builds bridges to new careers *Real-resumes for Teachers* Anne McKinney, 2000 Applying for teaching and administrative positions in schools requires a specialized kind of resume This guide offers advice along with actual examples of resumes and covering letters to help educators find the best opportunities available to them *Career Quest for College Graduates* Robert Uda, 2005-08 Career Quest for College Graduates is a sequel to the highly successful Career Quest for College Students This sequel builds upon the foundation of the earlier treatise Career Quest for College Graduates introduces the Uda Bomb i e key message box which includes principles strategies and tactics for building a successful career For example feast on some of these secret ordnances from the Uda Bomb arsenal UB1 Go with your passion UB2 You never go wrong by always telling the truth UB3 Dress to express not to impress UB4 Be a good networking node and you will go far in life UB5 Hiring managers will hire people just like themselves UB6 You are only worth what you accept UB7 Remember if you are not growing you are dying UB8 Nothing worthwhile is easy to achieve UB9 We become proficient at whatever we spend most of our time doing UB10 Plan to leave this world a better place because you lived in it If you read internalize and live all of the principles strategies and tactics enclosed in over 230 Uda Bombs you will be well on your way

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*Research in Education* ,1974      Resources in Vocational Education ,1980

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