

FirstName LastName
6 Oak Street, Arlington, VA 12333
Phone: 555.555.1234
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Education

Arlington High School, Arlington, Virginia
20XX – present
GPA: 3.81

Achievements

- National Honor Society: 20XX, 20XX, 20XX
- Academic Honor Roll: 20XX - 20XX

Work Experience

Sales Associate, The Retail Store

June 20XX– Present

- Maintain and restock inventory.
- Provide customer service.
- Responsible for training incoming associates in operating cash register system due to track record of excellence.

Child Care

20XX - Present

- Provide childcare for half a dozen families after school, weekends, and during school vacations.
- Develop and implement fun and educational activities for all children, ranging from ages 1 year to 8 years.

Volunteer Experience

Arlington Literacy Program

- Run book monthly for six eight-year-olds

Run for Life

- Assist in marketing (via social media), setting up booths, running registration, and cleaning up for bi-annual race