

## RESUME TEMPLATE 1

Student First and Last Name  
Address  
Email / phone number

### **ACADEMIC ACHIEVEMENTS AND AWARDS**

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Trinity Catholic High School (GPA 2.8)	
Honors	9, 10, 11
Highest Average Award Algebra 1	9
Highest Average Award Spanish 2	10

### **EXTRACURRICULAR ACTIVITIES**

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The Crusader Players	10, 11
Baseball: Varsity (11), Junior Varsity (10), Freshmen (9)	9, 10, 11
Ambassador	10, 11
<ul style="list-style-type: none"><li>Selected as volunteer for events such as Open House, St. Cecilia's Christmas Show and Annual College Fair</li></ul>	
Business Club	9, 10
Campus Ministry	9, 10, 11, 12

### **VOLUNTEER WORK AND COMMUNITY SERVICE**

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Person to Person, Darien, CT	10, 11
<ul style="list-style-type: none"><li>Helped sort clothes and food for local agency</li></ul>	
Altar Server, St. Cecilia Church, Stamford, CT	4 <sup>th</sup> grade - present
The Carver Center, Norwalk, CT	9
<ul style="list-style-type: none"><li>Helped children grades 3 and 4 with homework and participated in recreational activities</li></ul>	

### **WORK EXPERIENCE**

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Dunkin Donuts, Stamford, CT	9, 10
Camp Counselor – Newfield Club	Summers 2012, 2013

## **RESUME TEMPLATE 2**

Street  
City, State Zip

Student First and Last Name

Phone number  
email address

### **ACADEMIC ACHIEVEMENTS AND AWARDS**

- Trinity Catholic High School (GPA 3.5) High Honors 9, 10, 11
- National Honor Society 11

### **EXTRACURRICULAR ACTIVITIES**

- The Crusader Players 10, 11
- Baseball: Varsity (11), Junior Varsity (10), Freshmen (9) 9, 10, 11
- Ambassador 10, 11
  - Selected as volunteer for events such as Open House, St. Cecilia's Christmas Show and Annual College Fair
- Business Club 10, 11
- Multicultural Club 9, 10

### **VOLUNTEER WORK AND COMMUNITY SERVICE**

- Person to Person, Darien, CT 10,11
  - Helped sort clothes and food for local agency
- Altar Server, St. Cecilia Church, Stamford, CT 4<sup>th</sup> grade - present
- The Carver Center, Norwalk, CT 9
  - Helped children grades 3 and 4 with homework and participated in recreational activities

### **WORK EXPERIENCE**

- Dunkin Donuts, Stamford, CT 9, 10
- Camp Counselor – Newfield Club Summers 2012, 2013

## RESUME TEMPLATE 3

### **Student First and Last Name**

Address

Phone number

email address

### Education

**Trinity Catholic High School**, Stamford, CT

August 2011- anticipated, May 2015

- Obtained highest class average in Strategic Reading & Writing May 2012
- Obtained highest class average in Religion II May 2013
- Received Honor Roll and High Honors status sporadically throughout 4 years

### Volunteer Service

Trinity Catholic Middle School, Stamford, CT

Saber Players, *Student Assistant and Stage Manager*

- Supervised students during auditions and watched them at practices
- Taught students dance routines for auditions

Homework Club

- Assisted students with homework troubles
- Suggested potential study methods to help improve students ability to learn
- Gave advice on how to approach and handle subjects and situations in school

Kids in Crisis-Rippowam Middle School, Stamford, CT

April 2012 - May 2012

- Raised awareness for child abuse in Fairfield County
- Organized a small group of students to place over a thousand pinwheels in a public area for awareness; took displays down after awareness period
- Created and displayed signs on statistics about child abuse

Greenwich Library, Greenwich, CT

May 2013 - June 2013

- Collected books for book sale and community day; sorted into genres
- Boxed and transported books to a storage facility before the event
- Set up and broke down display tables on day of event

### Extracurricular Activities

**Center Stage Dance Studio**, Stamford, CT

September 2004 - present

- Advanced jazz and tap dancer
- Practices weekly for tap and jazz performances at annual year end recital
- Achieved “excellence in the art of dance”; awarded 2014 Scholarship

**Trinity Crusader Players: The Drowsy Chaperone**

October 2014 - November 2013

- Rehearsed approximately 20 hours per week
- Given a supporting role as one of two gangsters posing as pastry chefs

**Trinity Catholic Varsity Cheer**

September 2004 - November 2010

- Held stunt position of back base in order to help successfully perform stunts

### Work Experience

ShopRite Grade A Markets, Inc., Stamford, CT

March 2014 - present

*Cashier*

Assists customers with checking out of the store with items they wish to purchase

## **RESUME TEMPLATE 4**

**First and Last Name**

**Street Address**

**City State Zip**

**Phone number**

**Email address**

### **EDUCATION**

Trinity Catholic High School (TCHS)

Cumulative GPA:

SAT/ACT scores:

### **HONORS / AWARDS**

- Michigan State Book Award – Grade 11

### **COMMUNITY/VOLUNTEER SERVICES**

- The Domestic Violence Center – Grades 9, 10
  - Supported Peace Works and assisted in the brainstorming and organization of a variety of activities that take place in schools, such as delivering talks on healthy relationships
- New Neighbors Incorporation – Summer 2014
  - The Atlantic – Introduced and taught computer skills to the elderly
- Cloonan Middle School Theater Program – Grade 9
  - Coached students on acting and singing skills, assisted with backstage operations including prop management and student management

### **ATHLETICS**

- TCHS Girls Varsity Tennis – Grade 9 – 12; Captain, 12
- TCHS Girls Basketball – Grade 10

### **CLUBS AND EXTRACURRICULAR ACTIVITIES (TCHS)**

- Multicultural Club – Grade 10
  - brainstorm ways to raise money for the annual multicultural event
  - participate in discussions regarding various cultures
- Debate Team – Grade 10
  - Practice debating various controversial topics in preparation for debate competitions
- Crusaders for Life – Grade 10
  - Raise money and collect supplies for infants
- Campus Ministry Choir – Grades 9, 10
  - Sing at monthly and special occasion masses

### **ACTIVITIES (OUTSIDE OF TCHS)**

- Greater Bridgeport Youth Orchestras – Grades 6-12
  - Clarinet

### **WORK EXPERIENCE**

- Babysitter – Grades 9, 10
- Tutor – Grade 9
  - Tutored children ages 5-9 in Math and Reading