**Overview:** High school student searching for an opportunity to expand my knowledge of the medical field in order to one day obtain a position in health care.

**Education: Academy of Arts, Careers and Technology High School**

 **(***Your Diploma Type); (Academy) program*

* Expected Graduation Date: (Month, Year)
* GPA x.xxx

**Work**

**Experience: Job or Internship** (Start Month, Year) – (End Month, Year)

 *Positions* City, State

* Duties that you perform (active verbs and present tense).
* Your duties and what you did for the organization.
* Your duties and what you did for the organization.
* Your duties and what you did for the organization.
* Your duties and what you did for the organization.

 **Job or Internship** (Start Month, Year) – (End Month, Year)

 City, State

* Your duties and what you did for the organization.
* Your duties and what you did for the organization.
* Your duties and what you did for the organization.
* Your duties and what you did for the organization.

**Volunteer**

**Experience:** (Start Month, Year) – (End Month, Year)

*Organization*  City, State

* Your duties and what you did for the organization.
* Your duties and what you did for the organization.
* Your duties and what you did for the organization.
* Your duties and what you did for the organization.
* Your duties and what you did for the organization.

**Skills: Additional Information or Awards:**

* Certificates you’ve received.
* Projects you’ve led.
* Skills pertaining to your career.
* Your past high school leadership experience.
* Any training you’ve taken pertaining to your future career.
* Any additional information…