

Sample Resume for a Recent College Graduate

Here's an example of a resume for a high school student applying to college or a college graduate (with little or no work experience related to the job to which you're applying):

Joe College

100 High School Lane
Anywhere, TX 03000
(603) 225-6612
joecollege@mymail.com

PROFILE: Energetic, hard-working student skilled in biology and anatomy/physiology; specific interest and knowledge in sports medicine

ACADEMICS

Any High School, Town, New Hampshire
High School Diploma, expected June 2007

- Top 20 percent of class
- GPA: 3.3
- SAT: CR: 550, Math: 625, Writing: 570, Essay: 8
- National Honor Society, 2004-2006

ACTIVITIES & ACCOMPLISHMENTS

- Varsity Baseball Team, 2005 – present
 - Team captain 2006
 - Led team to most wins in school history
- Boys & Girls Club Volunteer, 2003 – present
 - Responsible for monthly youth activities
 - Organized annual fitness week
- President, Biology Club, 2006
 - Coordinated 5th Annual Science Exhibit
- Completed Basic Life Saving Course, 2004
- Participated in Police Explorer Program, 2005
 - Learned about the role of science in crime scene investigation

CAREER DEVELOPMENT

- Fisher Cat Baseball Concessions, 2004 – present
 - Developed customer service skills
- Internship with School Athletic Trainer, 2006
 - Assisted with game coverage for winter sports
 - Led daily stretching routine
 - Skilled in muscle memory and conditioning