

**SAMPLE RESUME**

46 Main Street  
Glen Rock, NJ 07452  
201-333-7890  
[yourname@hotmail.com](mailto:yourname@hotmail.com)

**John Smith**

**Glen Rock High School – Class of 2017**

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**Honors**

All-Northern New Jersey Interscholastic League – 2<sup>nd</sup> team Football Quarterback  
Junior Engineering Technical Society – Next Generation Scholarship Essay  
National Honor Society

**Internships / Career-Oriented Initiatives**

Shadow Day Internship – Johnson & Evans Systems, Inc.  
Participated in survey engineering site visits/observation of drafting/related professional activities

**Extracurricular Activities/Community Service**

**Football**

Grades 9 – 12  
Glen Rock High School Junior Varsity/Varsity Football Team – Three Varsity Letters  
7 on 7 Summer League Team  
Coach: Glen Rock Junior Football Assn. Program

**Glen Rock Playhouse (Glen Rock High School)**

Grade 12  
Director of Theater Set Design and Construction

**Cultural Exchange Club**

Grade 9 – 12  
Participated in week-long stay with host family in Germany (2015)  
Host to foreign exchange students: Czech Republic (2013), England (2014)

**Relay for Life**

Grades 9 – 12  
In charge of fund-raising committee that raised \$68,000 over three-year period

**Talent Show (Glen Rock High School)**

Grades 10 – 12  
Vocal Soloist

**Work Experience**

**Kilroy's Market (Glen Rock, NJ)**

2014 – Present, Inventory and Stocking assistant

**Waiter – The Glen Rock Inn (Glen Rock, NJ)**

2015 – 2016 Summer Job

**Lifeguard – Glen Rock Community Pool**

2015 Present

# SAMPLE STUDENT ACTIVITY RESUME

**John Smith**  
**123 Main Street**  
**Any Town, USA 12345**  
**(201) 555-5555**  
[youremail@address.com](mailto:youremail@address.com)

## **COMMUNITY SERVICE**

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- Volunteer, Fellowship Village, Paramus, NJ (2014 – 2015)  
*Monitored the elderly, ran courses / activities, and played flute with two friends during leisure time.*
- Tutoring freshmen and sophomore students for NHS (2015)
- Relay for Life (2015 – 2016)  
*In charge of fund-raising committee that raised \$68,000 over three-year period*

## **WORK EXPERIENCE**

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- Bergen Photo & Art Gallery, Fair Lawn, NJ (2014 – Present)
- Lifeguard – Glen Rock Community Pool (2014 – 2015)

## **EXTRACURRICULAR ACTIVITIES**

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- JV Boys Tennis Team (2014), Varsity Tennis Team (2015-Present)
- Member of Fair Lawn Racket Club
- US Sports Summer Tennis Camp (2014 – Present)
- Forensics Events Leader & Freshmen Mentor (2014 – Present)
- Church Youth Group Leader (2014 – Present)
- Marching Band (2015 – Present)
- Peer Leadership Organization, Mentor for Challenge Day (2015)
- Participant in the National Young Leader's Conference (2015)

## **HONORS / AWARDS**

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- National Honor Society (2015)
- Bergen County Tennis Singles Champion (2014)
- Second Place Eastern Band Championship Conference (2015)
- Forensics – Honor of Merit (2013), Honor (2014), Excellence (2015), Distinction (2016)