

# Student Resume Samples



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# Jump Around

Cucumber, ON

(343) 123-4567     J\_Around@hotmail.com

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## Highlight of Skills

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- Honest, hardworking and trustworthy individual
- Excellent team player, work equally as well on an independent basis
- Eager to learn new tasks and responsibilities
- Easily follow written and verbal directions
- Punctual and reliable

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## Work Experience

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- Communicated with customers to determine needs and products required
- Received payment for products and service, made correct change when needed
- Prepared sandwiches according to customers' specifications
- Ensured toppings, breads and condiments were adequately stocked
- Monitored gas prices and changed signage accordingly
- Maintained a clean and safe workspace for self and coworkers
- Swept and mopped floors, dusted, wiped down counters and tables
- Safely used chemicals to clean work and customer areas
- Responsibly maintained cottage grounds during summer months

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## Employment History

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<b>Gas Attendant</b>	G.A.S. Gas Station, Cucumber, ON	2018-Present
<b>Assistant (occasional)</b>	Diamond Back, Cucumber, ON	2018
<b>Gas Attendant</b>	ESSO Gas Station, Timmins, ON	(Winter) 2017
<b>Cleaner</b>	Cleaning Cleaners, Cucumber, ON	2017
<b>Cleaner/Maintenance</b>	3 Strikes Cottages, Tonga, ON	(Summer) 2016
<b>Sub Maker</b>	Subway, Cucumber, ON	2016

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## Volunteer

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<b>Dog Sitter</b>	Private Individual, Cucumber, ON	2017-Present
<b>Fundraiser/Participant</b>	Heart & Stroke Big Bike, Cucumber, ON	2018

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## Education and Training

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<b>Electrical Engineering</b>	Northern College, Timmins, ON	Completion date 2021
<b>O.S.S.D</b>	Cucumber District High School, Cucumber, ON	2018



## HIGHLIGHTS OF SKILLS

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- Hard worker, learn new skills quickly
- Work well independently as well as part of a team
- Excellent ability to listen and follow instructions
- Reliable, honest and trustworthy individual
- Available evenings and weekends and during summer breaks

## DEMONSTRATED ABILITIES

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### Customer/Food Services

- Accurately used cash register; made change when required
- Consistently served customers in a professional and friendly manner
- Cleaned and sanitized food preparation area
- Maintained a safe work space, adhering to health department standards
- Quickly loaded and unloaded all work and cleaning supplies

### Labour

- Accurately set up work area ensuring proper assembly of equipment
- Verified that all animals were secured in their respective pens
- Performed all cleaning duties; sorted and disposed of garbage and recycling
- Interacted with peers and coaches in a polite manner

## Employment History

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<b>Grill Attendant</b>	Bad Wolf BBQ's	Stingray, ON	2018-2019
<b>Farm Hand</b>	Green Acres Feed Mill	Stingray, ON	2014-2017

## Volunteer Experience

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<b>Badminton Referee</b>	Bobsled Secondary School	Stingray, ON	2017-2019
<b>Hockey Coach</b>	Bobsled Secondary School	Stingray, ON	2018
<b>3-Pitch Team Coach</b>	Stingray Senior School	Stingray, ON	2016
<b>Track and Field Volunteer</b>	Stingray Senior School	Stingray, ON	2016

## Education

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<b>Ontario Secondary School</b>	Bobsled Secondary School	Stingray, ON	2016-present
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**References Available Upon Request**

# Somebody Who

Farmville, ON  
(613) 555-1234

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Full-time Student interested in finding part-time employment evenings and weekends as well as a full time opportunity over the summer months.

## Personal Highlights

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- Very dedicated and punctual
- Possess good initiative and hard-working
- Strong organizational skills
- Respectful, friendly, and reliable

## Skills and Experience

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### *Farm Labourer*

- Hands on experience feeding and watering cows and sheep
- Maintained barn area by keeping stalls orderly and clean
- Assisted with all aspects of haying
- Helped distribute hay throughout the barns for various animals

### *Yard Maintenance*

- Cut grass, rake leaves and plant flowers
- Helped clear brush and piled wood
- Shovelled snow during the winter months
- Capable of safely using a lawn mower and weed eater

## Work History

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<b>Sheep Farm Labourer</b>	Bob Builder	2016-present
<b>Lawn Maintenance</b>	Dugout Hole	Summer 2016
<b>Dairy Farm Labourer</b>	Farmville Farms	Summer 2015

## Volunteer

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<b>Fundraiser</b>	Alzheimer's Society	2019
<b>Labour</b>	Private Individual	2018

## Education

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<b>Ontario Secondary School</b>	Farmville District High School	Present
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**Highlight of Skills and Qualifications**

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- Responsible, punctual and dependable
- Ability to work in a fast-paced environment
- Works well with others and independently
- Enjoys learning new skills

**Experience**

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***Food/Customer Service***

- Greet customers, receive orders, process payments, and respond appropriately to customer issues
- Operate cash register/ point of sale devices and use value-added suggestive-selling techniques to generate additional sales opportunities
- Verify the accuracy of customer orders
- Prepare and package food and drink products
- Clean kitchen area, counters, food preparation areas and utensils
- Clean dining room and exterior grounds
- Maintain health and safety standards in work areas
- Unload and stock inventory items
- Perform duties at multiple workstations such as front counter and drive-thru

**Child Care Provider**

- Supervised and provided care for 2 children aged 2 months and 7 years old
- Provided healthy snack, meals, formula
- Followed parental bedtime schedules
- Readied children for bath time/bed time
- Took children outside for walks in neighborhood

**Employment**

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<b>Front Counter/Drive Thru</b> - Tim Hortons, Cityville, Ontario	2017-2019
<b>Canteen Worker</b> - Park Canteen, Cityville, Ontario	summer 2016
<b>Childcare Provider</b> - Private Employer, Cityville, Ontario	2015-2017

**Volunteer Experience**

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Ticket Sales - School Dance Fundraiser, Cityville, Ontario	2018
Booth Attendant – Summer Fundraising Event, Cityville, Ontario	2017

**Education**

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Student – Centennial Secondary School, Cityville, Ontario	Present
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