

SAMPLE RESUME

Part II: Support/Documentation, Section B

- Name
- Address (including email, local and permanent contact number)
- Education:
 - * Degree anticipated, such as B.S. in Elementary Education
 - * Major and minor
 - * Anticipated date of graduation
- Experience Related to Teaching
 - If experience is part of a course, please indicate the course:
 - * Job title
 - * Company/School
 - * Results or Accomplishments in each position
 - * Specifics about your work experience (e.g. number of individuals supervised or money saved the company)
 - * Active, functional verbs to describe work
- Other experiences with Children and Youth
- Professional Involvement and Leadership
 - Include professional organizations (indicate the leadership positions held, i.e. President of Future Teachers Club, Service Chair in KDP, etc.)
- References