

Name: _____ Date: _____

My Resume Ideas: Getting Started

Directions: Brainstorm content you can include in your resume. Be sure to include dates.

Education:

Work experience:

Volunteer experience:

Academic honors (honor roll, awards, etc.):

Extracurricular activities (band, sports, yearbook, newspaper, etc.):

Special skills (working with computers, speaking different languages, etc.):

Objective (what kind of jobs/internships/scholarships might you apply for?):

Which type of resume do you think will be better for you, functional or chronological? Why?