

Just Jobs
1515 Michigan, N.E.
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Resume Worksheet

Name: _____ Phone: _____

Address: _____ Phone: _____

City: _____ State: _____ Zip: _____ (Messages)

Career Goal: _____

EDUCATION AND TRAINING:

	<u>Date</u>		<u>Date</u>
Other: (Workshops, etc.)	From:		To:

College:

High School:

Military:

Special Skills and Abilities: (Including machines you can operate)

Work Experience: (The last 10 years. See back of page for additional space.)

<u>Company Name, Address, Supervisor & Phone Number</u>	<u>Date</u>		<u>Date</u>
1. _____	From:		To:

_____	Duties:		

