

Code _____

SELECT TECHNICAL STAFFING**RESUME GUIDE**

Name _____

Summary of Work Experience

Education

Circle highest grade completed 6 7 8 9 10 11 12	<input type="checkbox"/> High School Diploma <input type="checkbox"/> GED <input type="checkbox"/> HSED	Years after High School 1 2 3 4 5 6 7 8	Highest Degree <input type="checkbox"/> Associate <input type="checkbox"/> BA/BS
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High School	City	State
From (Mo/Yr) To (Mo/Yr)	Courses Studied	Degree Earned

College/Trade School	City	State
From (Mo/Yr) To (Mo/Yr)	Courses Studied	Degree Earned

College/Trade School	City	State
From (Mo/Yr) To (Mo/Yr)	Courses Studied	Degree Earned

Military Service

Branch	Date Entered	Date Discharged	Last Rank
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Employment History

Company	City	State
From (Mo/Yr) To (Mo/Yr)	Wage	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Perm. <input type="checkbox"/> Temp.
Title		
Job Description		
Reason for leaving:		

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Company	City	State
From (Mo/Yr)	To (Mo/Yr)	Wage <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Perm. <input type="checkbox"/> Temp.
Title		
Job Description		
Reason for leaving:		

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