

Resume Example 1

Russell Hedgehog

1-234-567-8910

Russell_Hedgehog@email.com

Work Experience:

Fast Food Castle, Ashland, OH

May 2024 – Present

Crew Member

- Provides excellent customer service by taking orders and handling transactions efficiently.
- Maintains cleanliness and organization of the dining and kitchen areas.
- Collaborates with team members to ensure fast and accurate food preparation.

Food Pantry, Ashland, OH

March 2023 – Present

Volunteer

- Organize food donations and assist families with food selection.
- Help set up and distribute food at weekly community events.
- Utilizes strong communication skills while working with diverse community members.

Newspaper Club, Ashland, OH

August 2022 – Present

Editor

- Edit and review student-submitted articles for clarity and accuracy.
 - Manage deadlines and work with writers to improve content.
 - Design and format pages for the monthly school newspaper.
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Skills and Abilities:

- Strong customer service and teamwork skills
 - Leadership and teamwork experience
 - Ability to multitask in fast-paced environments and manage projects
 - Proficient in Google Suite and Microsoft Suite
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Education:

Scholar School, Ashland, OH

Expected Graduation: May 2027

Resume Example 2

Russell Hedgehog

123-4567

UcantCatchMe@email.com

Work Experience:

Fast Food Castle, Ashland, OH

??? – Present

Working man

- Take orders
- Cook food
- wipe down stuff and change soda machine

Food Pantry, Ashland, OH

March 2023

Volunteer

- i don't get paid to work here

Newspaper Club, Ashland, OH

All of high school

I am in a lot of things

- Newspaper
 - Sports
 - Good grades
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Skills and Abilities:

- I am good at things
 - People like me a lot
 - I try to work hard when i can
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Education:

Scholar School, Ashland, OH

I am still in school