JOHN SMITH
123 Green Street, Lacombe, AB T4L 1Z8
(403) 782-1111 (Res) (587) 123-4567 (Cell)
jsmith@gmail.com

Career Objective

- To secure a RAP (Welder) placement & begin earning apprentice hours

Education

- Currently completing Grade 12 at Lacombe Composite High School
- Courses: Workplace Safety, Fabrication 10/20/30, Building Systems 10/20/30, Mechanics 10/20, ELA 30, Social 30, Science 30

(*list courses in order of most relevance to the job you are applying for)*

Certificates/Courses

- AMA Driver Education Training
- Class 5 Driver's License with clean abstract
- Emergency First Aid - Level A CPR & AED

Work Experience

- Cashier (No Frills, Lacombe) 2014 - present
  Collected payments using debit/credit machines error-free
  Processed orders quickly & pleasantly
- Server (Boston Pizza, Lacombe) Jan - Dec 2011
  Waited on tables efficiently during rush hours
  Served customers in a polite and friendly manner

Extra-Curricular

- Hockey 2013 - present
  Captain of Midget AA, Zone Champs 2014
- Student Union member (ESLCHS) 2014 - present
  Helped organize spirit days & charity fundraisers
- Volunteer Work Experience (ESLCHS) Sept 2014 - present
  Learned editing & designing programs
  Planned & designed yearbook pages for publication

References

Mr. B. Nice, Teacher
(403) 123-4567 (cell)
bnice@shaw.ca

Mrs. Right, Supervisor (Boston Pizza)
(403) 123-4567 (cell)
mright@telus.ca