

Zoe Applicant

555 Main Street • Jacksonville, FL 33333 • (123) 456-7890 • zoe.applicant@email.com

RETAIL SALESPERSON

Bringing energy, enthusiasm, and problem-solving skills to any position

High-achieving student-athlete seeking an entry-level position in retail sales. Key skills include:

- Distance runner with a strong work ethic
- Problem solver
- Leadership experience
- Fast learner

EDUCATION & CREDENTIALS

BEACH HIGH SCHOOL, *Jacksonville, FL.*

Diploma expected 2022

Awards & Honors

- Honor Roll, each of first three years of high school
- Second-place award in Duval County Literary Criticism Essay Contest

Skills & Certifications

- Microsoft Office Suite
- Adobe Creative Suite
- CPR
- PADI (scuba diving)

Activities

- Three-year member of the cross-country team, co-captain as a junior
- Three-year member of track & field team with fourth year projected
- Three-year member of the school newspaper staff, entertainment editor as a junior
- Two-year member of the school's Gay-Straight Alliance (GSA)

PROFESSIONAL EXPERIENCE

CITY OF JACKSONVILLE BEACH, *Jacksonville Beach, FL*

LIFEGUARD (June 2020—Present) Monitor beaches and respond to swimmers or beachgoers in need of assistance.

JONES FAMILY, *Jacksonville, FL*

BABYSITTER (February 2018—Present) For more than three years, have regularly cared for three children aged 4-11 when parents are away.