

# Alpha McLastname

123 Place Street  
Saskatoon, SK  
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alpha.mclastname@email.com

## Objective

I am a Grade 12 student seeking a full-time summer position in the electrical trade which is a potential career path in my future.

## Work Experience

### Starbucks: *Customer Service*

May 2022-February 2023

- Greeted customers and processed their orders
- Opened and closed the cash register
- Maintained a tidy workstation
- Sanitized the service area and machines

### Landscaping

July-August 2021

- Hired by family friend to trim grass weekly
- Watered lawn regularly
- Pruned shrubs and maintained equipment

## Education

### Aden Bowman Collegiate

2020- Present

- Completing high school diploma in June 2022
- Honour Roll in Grades 10-11
- Active in Soccer, Robotics Club, Debate Team, and Badminton
- Classes include Construction, Drafting, and Computer Science

### SIEC Machining Boot Camp

Spring 2023

- Gained skills with manual and CNC machines

## Volunteer Work

### Aden Bowman Collegiate

January-March 2022

- Tracked statistics of players
- Operated the score clock
- Communicated with coaches and officials

## **Awards and Certificates**

- WHMIS (2022)
- Provincial Debate Award (2021)
- Young Workers Readiness Certificate (2020)
- Royal Conservatory of Music: Grade 8 Piano (2019)

## **Skills and Interests**

- Fluent in English and Cree
- Proficient with Microsoft Office (Excel, Word, PowerPoint) and Apple (Keynote, iMovie)
- Excellent teamwork and communication skills
- Enthusiastic about learning new skills
- Hobbies include creating apps, robotics, hockey, swimming, and reading

## **References**

Ms. Important Person  
*Starbucks Manager*  
(306) 123-1234  
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Mr. Major Guy  
*Soccer Coach*  
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Mrs. Very Important  
*Teacher*  
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