

John Smith
1234 DaVinci Court
Stockton, CA 95206
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Days (209) 555-1000

Objective

To work with customers, learn the video and game rental business and become proficient at working with Hollybuster Video's computerized inventory and sales equipment.

Personality Summary

I have excellent work ethics and good organizational skills. I listen, follow instructions well and have a desire to learn.

Experience

John Smith Yard Services
6/2002 - Present

Began own yard care service two years ago. Created marketing plan and conducted sales calls to sell my services which included lawn mowing, weeding, raking, planting and general upkeep. Managed billing and collections for 20 accounts. I never received any complaints and was complimented on my reliability and responsibility.

Youth Center
6/2003 – 9/2003

Volunteer at the Youth Center in Stockton three mornings a week during the summer of 2003. During that time I was responsible for leading activities for groups of 20. Over the summer I was given more and more responsibility for organizing and selecting activities for different groups, and providing direction to other youth counselors.

Education

Edison High School
Senior 9/2004 – 3.0 GPA
Flexible Schedule and Work Permit

References available upon request.