

SPECIALIST HIGH SKILLS MAJOR SAMPLE RESUME

123 Fake Street, Waterloo, ON N2V2H7

(519) 745-5555

Jordan Jackson

Objective: To secure a part-time job to develop work skills and gain experience

Experience: August 2010 Terry Smith Kitchener ON
Labourer

- Scrap Removal
- Demolition of structures
- Yard Cleanup

July 2010 Donna Lee's Restaurant Cambridge, ON
Customer Service

- Served customers food and beverages
- Maintain a clean and safe front of house work area
- Stock supplies
- Handled Cash

Education: 2008-Present St. Mary's High School Kitchener, ON
Currently enrolled in grade 12

Specialist High Skills Major – Hospitality & Tourism

Activities: 2000 Kitchener Minor Hockey Kitchener, ON
KMHA House League Hockey

Certificates:	2011	Safe Food Handling	Conestoga College
	2011	Smart Serve	Kitchener, ON
	2010	CPR – Level A	Kitchener, ON
	2010	Standard First Aid	Kitchener, ON
	2003	Red Cross Babysitting	Kitchener, ON

Other	2011	Tourism & Event Co-ordination	Conestoga College
Training	2010	WHMIS	Kitchener, ON
	2010	Restaurant Operations	Niagara Falls, ON

Interests: Biking, snowboarding, drawing, guitar, cooking

References: Donna Lee (519) 555-1234
Terry Smith (519) 555-1235