

**JANE N. DOE**

**13058 Mont Road / Felton, PA 17322 / 717-555-0983 (c) / [jdoe@gmail.com](mailto:jdoe@gmail.com)**

## **EDUCATION**

Red Lion Area Senior High School – Red Lion, PA  
3.85 GPA

June 2019

## **EXPERIENCE**

Jerry's Great Valu – Red Lion, PA

June 2017 – Present

- Stock shelves
- Cashier

Mr. Albert Sweitzer – Felton, PA

November 2014 – May 2018

- Mowed lawn
- Performed miscellaneous yard jobs as needed
- Shoveled snow

## **SKILLS**

Technological – Microsoft Office Suite, CISCO Certified

Organized

Creative Writer

## **VOLUNTEER ACTIVITIES**

Vacation Bible School – Round Hill Presbyterian Church

Grade 7 – Present

- Assist with children in grades 1 – 3
- Story time, crafts, snacks

MINI-Thon Fundraiser – Red Lion Area Senior High School

Freshman – Senior

- Participant / Dancer – Freshman – Senior
- Publicity Committee Chairperson – Junior, Senior
- Publicity Committee Member – Sophomore

## **ACTIVITIES**

Field Hockey Team Member

Freshman – Senior

- Team Captain – Junior – Senior

YCAL Sponsored Career Exploration Programs

- Accounting – Sophomore
- Entrepreneurship – Junior, Senior
- Marketing – Junior, Senior

All-School Musical

Sophomore – Senior

- Cast member

## **REFERENCES**

Mr. Robert Jones

Store Manager

Jerry's Great Valu

1 Dairyland Square

Red Lion, PA 17356

717-244-7077 (w)

[rjonesJerryGreatValu@gmail.com](mailto:rjonesJerryGreatValu@gmail.com)

Mrs. Kimberly S. Morris

Career Coordinator

Red Lion Area Senior High School

200 Horace Mann Avenue

Red Lion, PA 17356

717-246-1611 (w)

Mr. and Mrs. Mark Wiseman

13122 Mont Road

Felton, PA 17322

717-235-1255 (h)