

Jane Doe

12345 Apple Street
Apple City, Appleton 12345
(123) 456-7890
firstinitialfullfirstname@gmail.com

Work Experience

Temporary Agency's Name Apple City, Appleton January 2017 - March 2017

Assembly Line Worker

- Assisted in installation and testing of bottles
- Inspected parts to ensure that they met specific bottle instructions
- Produced and assembled parts for the assembly line

Volunteer Experience

Girl Scouts of xxxx Apple City, Appleton September 2016 - present

Girl Scout Volunteer

- Participate in community committee.
- Assist in events and meetings
- Act as a mentor to girls

Child Care Provider Apple City, Appleton December 2012 - present

- Manage and oversee children's activity in absence of parents.
- Prepare meals to ensure children eat fully and on time.
- Maintain a safe and healthy environment for all children.

Caregiver Apple City, Appleton January 2013 - present

- Provides personal care services and assists in activities of daily living (ADL), including personal hygiene, eating, and dressing.
- Provides occasional transportation for the client.
- Reminds client to take self- medications administered by physician.

Education

Special University Apple City, Appleton Expected graduation: May
2019 *Bachelor of Science, Accounting* Cumulative GPA: 3.26