

## **Anita Career**

400 West First Street, Chico, CA 95929

[anitacareer@internet.net](mailto:anitacareer@internet.net)

(555) 555-5555

### **Objective**

A civil engineering internship

### **Education**

#### **California State University, Chico**

Major: Civil Engineering, expected graduation, May 0000

**Chico High**, graduated June 0000, 3.1 GPA

A.C.T. (Academy of Communication and Technology): a program that integrates technology with English and history classes.

### **Activities**

Chico High: French Club, Challenge Day Mentor, M.e.Ch.a., Latinas Activas, MESA (Math, Engineering, Science Achievement), Art, Astrology

### **Languages**

Bi-lingual in Spanish/English, conversational French

### **Work Experience**

**Housekeeper**, Wilton Family, Chico, CA Summers 0000-0000  
Demonstrated dedication by achieving 100% punctuality and attendance. Utilized organizational skills. Helped coordinate parties for up to 50 attendees.

**Childcare Provider**, Smith Family, Chico, CA 0000-0000  
Supervised two young children. Planned and implemented activities. Provided transportation.

### **Volunteer Experience**

Server for Chico Boys and Girls Club fundraising banquet Fall 0000  
Mentor for entering Chico High students 0000-0000