# **High SchooL Resume**

Address Line 1 Address Line 2, City, State Zip **|**  (212) 256-1414 **|** john.smith@gmail.com johndoe@gmail.com

### **Career Objective**

Hard-working student (3.8/4.0 GPA) who is driven and can meet strict deadlines. Seeking to apply my strategic analytical skills to the reporter/research internship at your newspaper. Possess proven writing and research abilities that will aid your company in meeting its milestones.

### **Education**

**Heritage High School, West Chester, PA**

Senior

* **GPA:** 3.8/4.0
* **Relevant Coursework** – Intro to Journalism, AP English, English Literature, AP Government
* **Honors:** Member of the National Honor Society, Nominated for an Achievement Award in Writing
* **Clubs:** Yearbook Club, Model United Nations

### **Major Achievements**

**Heritage High Newspaper**

Reporter | Sept 2014 – Present

* Covered the Boy’s Varsity Basketball Team during their run at the state championship, resulting in a major boost school spirit and a 20% increase in ticket sales
* Pitched and researched 3-4 stories per issue that were informative and stimulating for both the student body and faculty
* Commissioned and edited guest submissions from students and faculty to ensure that the paper consistently provided diverse opinions and a fresh voice

**Yearbook Club**

Organizer | Aug 2013 – May 2014

* Designed and assembled the 25-page junior class section of the yearbook and met all project deadlines
* Interviewed students and faculty during school functions and photographed club activities
* Involved the student body in the design process by surveying them on which layout they preferred

**Additional Skills**

* French: Conversational
* Basic Photoshop, Illustrator, and Dreamweaver skills
* Excellent Typist: 70+ WPM
* Well-versed in AP style and Chicago style
* Basic photojournalism ability

**Awards and Honors**

* Runner-up in the Norman Mailer Creative Writing Competition
* Member of the National Honor Society
* Nominated out of 2,500 students for the Achievement Award in Writing