

(Sample Resume, Format #2)

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I am applying for the 2002 National 4-H Conference, where I will learn about the United States government and interact with teen 4-Hers from across the United States.

SKILLS AND ACCOMPLISHMENTS

Self-Responsibilities

- I strive to maintain a GPA of 92.5 while working and participating in 4-H.
- When I tell someone I'll help to do something, I take it very seriously. I make it a point to be on time and help with both hands.
- I bring a full string of cattle to three different fairs. I must watch them carefully to ensure their welfare.

Community Service Volunteering

- I helped design a Maine 4-H Web page.
- I helped coordinate a shooting sports safety workshop at my high school.
- I was a volunteer for the 4-H Foundation Open House for two years.
- I was the fitting instructor at our county beef fitting clinic for three years.

Concern for Others

- I help my mother prepare meals for my family and clean up after meals.
- I help neighboring farmers harvest their hay and store it for the winter. I do this freely and without expecting payment.
- I help the younger members of my club get their beef animals ready for show by giving them pointers on clipping and showmanship.

Planning/Organizing

- I review my computer resources before club meetings so I don't waste time when I work with younger members.
- When I bring a full string of animals to the fair, I manage my time wisely so I can fit the animals and prepare them for show.
- I schedule my time so I can participate actively in all three of my 4-H clubs.

Marketable Skills

- I prepared a promotional brochure to educate the public about the 4-H computer program.
- I developed and maintained a promotional booth about youth leadership at the University of Maine Day at the State Legislature and at several local fairs.
- I fit my own animals for show and also fit animals for numerous open showmen.

Education

- I completed my junior year at Pledge High School with a GPA of 92.5 in college preparatory classes.
- I took PSATs my sophomore year and SATs in my junior year.
- I want to major in Veterinary Medicine after I graduate from Pledge High School.

4-H Accomplishments

- I have been in 4-H for 10 years and currently belong to the Fantastic Farmers Beef Club, the Computer Challenge 4-H Club and the 16 County Dairy Club. I am a past member of the Reach for the Stars 4-H Club. I was also an independent member for one year.
- I attended Citizenship Washington Focus in 2001 and National 4-H Congress in 2000.
- I held the following offices during my 4-H career: president, one year, Fantastic Farmers Beef Club; vice president, one year, Maine 4-H Teen Council; treasurer, two years, Computer Challenge 4-H Club.
- I received county awards in achievement, community service (3), citizenship, leadership, computer (2), visual arts, beef (4), vet science, and tractor safety. I received the Cloverland County Sportsman Award and the Fourleaf Fair Senior Showman Award. My steer won Highly Commended status at the Fourleaf Fair.
- As part of my community service, I spoke to the Cloverland County Executive Committee and the Cloverland County Commissioners about the work of 4-H. I promoted the CWF trip to our Leaders' Association and at our County Awards Night.

Other Youth Organizations

- I have been a member of Junior Achievement for three years. This summer I organized a group of volunteers to help with activities at the Pledge Rec Field.

Employment

2000 – Present	General farm work, MooMore Farm
1999 – Present	Computer Technician II, Pledge Weekly News