



# RESUME

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

PERSONAL DATA:

**Date of Birth:** \_\_\_\_\_ **Social Security #:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

**Marital Status:** \_\_\_\_\_ **Spouse's Name:** \_\_\_\_\_

EDUCATION:

**High School:** \_\_\_\_\_ **No. of Years** \_\_\_\_\_ **Did you graduate? Yes No**

**College:** \_\_\_\_\_ **No. of Years** \_\_\_\_\_ **Did you graduate? Yes No**

**Degree:** \_\_\_\_\_ **Courses Studied** \_\_\_\_\_

**Special education relating to current business activity or employment** \_\_\_\_\_

BUSINESS & PROFESSIONAL EXPERIENCE:

(If construction related, please list the largest project you managed)

**No. of Years With Current Employer:** \_\_\_\_\_ **No. of Years in This Industry** \_\_\_\_\_

Employment History for Last 10 Years (Start with Current Employer):

1.) **From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Company:** \_\_\_\_\_ **Position** \_\_\_\_\_

**Responsibilities:** \_\_\_\_\_

2.) **From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Company:** \_\_\_\_\_ **Position** \_\_\_\_\_

**Responsibilities:** \_\_\_\_\_

3.) **From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Company:** \_\_\_\_\_ **Position** \_\_\_\_\_

**Responsibilities:** \_\_\_\_\_

4.) **From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Company:** \_\_\_\_\_ **Position** \_\_\_\_\_

**Responsibilities:** \_\_\_\_\_