

Example of Emphatic Résumé

Personal Data

Karen Tran
10363 East 10th Avenue
Little Rock, AR 72204
(501)328-6974
ktran@hotmail.com

CAREER OBJECTIVE:
A full-time cashier position.

Pertinent skills

MANAGEMENT SKILLS:
Good writing and communication skills; knowledge with planning and evaluating store supplies; experience with operating a grocery store.

Relevant work experience

EXPERIENCE IN FOOD SERVICE:
Eisner Grocery's experience with cashiering, deli, store supplies; responsible for various products inventoried; provided customer service information to customers.

Brief summary of other experience

ADDITIONAL EXPERIENCE:
Worked with students, parents, and faculty at Lisle Sr. High School as a guidance student helper; gave campus tours; helped edit the yearbook.

Degree/ Major

EDUCATION:
Lisle Senior High School, 2012.

References provided here if required

EXTRACURRICULAR:
Active in AFS and yearbook.

References available on request.