

# Meigs County Job and Family Services

175 Race St • PO Box 191 • Middleport, Ohio 45760  
Phone: 740.992.2117 • Toll Free: 1.800.992.2608 • Fax: 740.992.7500

## Chronological Resume Worksheet

Name

Street Address

City, State, Zip Code

Area Code & Phone Number

Email

## Employment Objective

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## High School Education

High School Begin Month/Year	Name of School/Street Address
High School Ends Month/Year	City, State, Zip
High School Diploma	Yes or No

## College

Begin Month/Year	Name of School/Street Address
End Month/Year	City, State, Zip
Major	

## Vocational/Technical

Begin Month/Year	Name of School/Street Address
End Month/Year	City, State, Zip
Major	

## GED/Other Education

Begin Month/Year	Name of School/Street Address
End Month/Year	City, State, Zip
Major	

**Work Experience**  
**Start with your most recent employment.**

Job Title	Name of Company
Begin Month/Year	Street Address
End Month/Year	City, State, Zip
Phone:	
Job Duties	

Job Title	Name of Company
Begin Month/Year	Street Address
End Month/Year	City, State, Zip
Phone:	
Job Duties	

Job Title	Name of Company
Begin Month/Year	Street Address
End Month/Year	City, State, Zip
Phone:	
Job Duties	

Job Title	Name of Company
Begin Month/Year	Street Address
End Month/Year	City, State, Zip
Phone:	
Job Duties	

### Skills/Paid & UnPaid


### Military

Branch of Service & Title	Entry Date	Discharge Date
Responsibilities		

### Certificates and Licenses


### Professional References

Reference Name	Title
Address	Area Code & Phone Number
City, State, Zip	

Reference Name	Title
Address	Area Code & Phone Number
City, State, Zip	

Reference Name	Title
Address	Area Code & Phone Number
City, State, Zip	

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Address	Area Code & Phone Number
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