

Resume For High School Students

**Jane Doe**123 Maple Street
Springfield, IL 62704
jane.doe@email.com
(555) 123-4567

**Objective**Enthusiastic and dedicated high school junior with a strong passion for environmental science seeking a summer internship to gain hands-on experience in environmental research and conservation efforts. Brings commitment, leadership, and a willingness to contribute to meaningful projects.

**Education**Springfield High School, Springfield, IL
Expected Graduation: May 2025
GPA: 3.8

**Achievements**

* Honor Roll for four consecutive semesters.
* Second place in the Illinois State Science Fair 2023 with a project on the effects of pollution on local ecosystems.
* Co-founder and president of the high school's environmental club, leading several successful community clean-up projects.

**Experience
Volunteer Coordinator** - Springfield Community Center, Springfield, IL
June 2023 – August 2023

* Organized weekly volunteering events, including local park clean-ups and recycling drives, engaging over 30 participants each time.
* Coordinated with local businesses to sponsor environmental awareness campaigns, increasing community participation by 25%.

**Volunteer Work
Tutor** - Springfield Literacy Program, Springfield, IL
September 2022 – Present

* Tutor underprivileged elementary school students in math and science, helping improve their test scores by an average of 20%.
* Developed interactive learning materials that enhanced students' interest in science.

**Skills**

* Proficient in Microsoft Office Suite (Word, Excel, PowerPoint)
* Effective communication and teamwork skills
* Basic knowledge of Python and environmental data analysis

**Extracurricular Activities**

* President of the Environmental Club, leading initiatives on sustainability and conservation.
* Member of the varsity tennis team, contributing to team strategy and mentoring younger players.
* Active participant in the school's science club, organizing guest speaker events and science workshops.

**Certifications**

* CPR and First Aid Certified by the American Red Cross, March 2023
* Introduction to Python Programming, Certificate of Completion, Coursera, July 2023

**References**Available upon request.