

**MINI-RESUME**

*(must be typed)*

*Please return completed form to Bernard Hall, Room 314*

**NAME:** \_\_\_\_\_  
Last First Middle

**Current Address:** \_\_\_\_\_ **Until :** \_\_\_\_\_  
Street, Rural Route, P.O. Box City, State, Zip Code MM/DD/YY

**Perm. Address:** \_\_\_\_\_  
Street, Rural Route, P.O. Box City, State, Zip Code

**E-Mail Address:** \_\_\_\_\_

**Telephone number(s) Current: (\_\_\_\_) \_\_\_\_\_ Perm. : (\_\_\_\_) \_\_\_\_\_**

**Degree Expected This School Year:** \_\_\_\_\_ **Expected Grad. Date:** \_\_\_\_\_

**Major:** \_\_\_\_\_ **Minor:** \_\_\_\_\_

**Other Degree(s) Held:** \_\_\_\_\_

**Teaching Certificate(s):** (Held or Expected by August 15)  
Subject Area (s) Grade Level (s)

**Field Experiences/Internship(s):** Fall or Spring/Summer Semesters in Last Year  
Subjects Schools City/State Location

**Experience Summary:** (Examples: Practicum, Wal-Mart, Wendy's, Camp Counselor, etc.)

**I hereby authorize the Career Services Center, its Director, and its staff to grant access to and/or release the attached Mini-Resume for the purpose of assisting me in securing employment.**

**Date** \_\_\_\_\_ **Signature** \_\_\_\_\_