Dream Job Resume

**Directions:** Find a job that you would like to apply to. Use the information from that posting to fill out this worksheet.

Important Note: You can use this link to find out what is needed to land the job or for career ideas. <http://library.thinkquest.org/13344/search/jobs.html>

**When in doubt Google it!** ( You can find a lot of jobs and career options by using a search engine.)

**Job Title:** (Add Here)

1. What site did you find a job on?
2. What is the position you would like to apply to?
3. How many years of experience do they request?
4. What level of education do they ask for?
5. What other skills do they ask for?

**What to include in your resume:**

|  |  |
| --- | --- |
| **Example** | **My Information** |
| **Experience:**  **Story Board Artist**  2008-2010 Blue Sky Studios, Greenwich, CT   * Developing characters and dramatic action scene by scene. * Suggesting shooting angles and transitions. * Working quickly to translate story ideas into visual sequences. | **My Experience:** |
| **Education:**  **B.A. Fine Arts** 2004- 2006 Purchase College, Purchase, NY  -Dean’s List  -President’s List | **My Education:** |
| **Skills:**  Photoshop, Dreamweaver, Illustrator, Microsoft Word, PowerPoint, Publisher, Excel | **My Skills:** |
| **Professional Memberships:** *Other related accomplishments* (design awards, recognition, winning competitions etc.)   * National Honors Society * Student Council * Chess Club | **My Memberships:** |

Using a template in Word: <http://video.about.com/consulting/Make-a-Resume-in-Word.htm>