**Julieta Venagas**

1234 Front St., Wishram, WA 98673

Julieta.Venegas@aol.com—509-555-4321

**CAREER OBJECTIVE**

Recent high school graduate seeks to use her technical problem-solving, tool-use and assembly skills.

**EDUCATION**

WISHRAM SCHOOL High School Diploma, June 2016

* Relevant Coursework: mechanics 1-3, welding, electronics, algebra 1

**EXPERIENCE**

La Michoacana Grocery Store, *Stocker, Cashier* May 2016—Aug. 2016

* Organized inventory shipments in the storage area
* Filled shelves with new inventory on the store floor
* Collected the day’s earnings and stored them in the safe for morning pick-up

SPR Bicycle Shop, *Bicycle Repair Technician* Sept. 2017—May 2018

* Used attention to detail to assemble new bicycles
* Followed procedures and guides to replace and repair equipment and accessories
* Aligned wheels and repaired holes in tires

**EXTRACURRICULAR ACTIVITIES**

Drama Club, *Actress*, *Director* Sept. 2017—May 2018

* Organized auditions and casted actors for one production
* Cast for a lead role in two musical productions
* Created and distributed promotional materials and managed club social media account

**VOLUNTEER EXPERIENCE**

Goldendale Community Food Bank, *Volunteer Stocker* Sept. 2016—May 2018

Dallesport Church of Christ, *Sunday School Teacher* Sept. 2017—Jan. 2018

**ACHIEVEMENTS**

Employee of the Month, La Michoacana Grocery Store June 2016, August 2016

**ADDITIONAL SKILLS**

* Microsoft Office Suite (Word, Powerpoint, Outlook, Excel)
* Bilingual (English and Spanish)
* Communication skills

**\***References available upon request