


Best chronological resume format

I'm not robot  reCAPTCHA

Next

Johnny Robinson



OBJECTIVE

A registered nurse (RN) in multiple settings. To care, plan, and manage patient care to the best of my abilities for better patient satisfaction and health outcomes. Also to learn and grow as a nurse (skills, experience, and character) in a positive environment and be able to cooperate effectively with other health care personnel.

EDUCATION

Southwestern Adventist University, Department of Nursing: Keene, TX Expected: May 2015
Bachelors of Science in Nursing, GPA: 3.50

CLINICAL EXPERIENCE

Geriatrics	Colonial Manor Nursing Center: Cleburne, TX	Spring 2013
Medical-Surgical	Texas Health Huguley Hospital: Burleson, TX	Fall 2013
Medical-Surgical	John Peter Smith Hospital: Fort Worth, TX	Spring 2014
Pediatrics	Cook Children's Medical Center: Fort Worth, TX	Summer 2014
Critical Care	Plaza Medical Center: Fort Worth, TX	Fall 2014
Psychiatrics	John Peter Smith Hospital: Fort Worth, TX	Fall 2014

WORK EXPERIENCE

Southwestern Adventist University: Keene, TX February 2012 – April 2012
Food Service Employee – University Cafeteria

- Assisting the chef and other employees with food preparation.
- Maintenance and cleaning of the kitchen, dining, storage, and food service areas.
- Washing and cleaning pots, dishes, trays, and utensils.
- Assisting with all preparations for the next meal.

Southwestern Adventist University: Keene, TX October 2011 – April 2012
Yearbook Photographer – Yearbook Staff

- Attendance of numerous Southwestern Adventist University events with the intention of taking pictures for the coming yearbook.
- Photography and Organizational skills in delivery and choosing pictures.

Chisholm Trail Academy: Keene, TX October 2009 – May 2010
Teacher's Aide – Mrs. Tyke Connell's Classes

- Help grade papers, labs, quizzes, and tests
- Tutoring other students with homework, studying, and papers
- Maintenance and cleaning of the classroom and lab area

CERTIFICATIONS, ADDITIONAL SKILLS and AWARDS

- CPR certified through American Heart Association

Baker City, OR 97814 | (555) 555-5555 | example@example.com

LANCE MASON

PROFESSIONAL SUMMARY

Highly trained Boilermaker offering excellent skills in flame cutting and repairs. Pursuing a similar position where a well-qualified individual with an understanding of assembling and installing boiler systems is highly sought.

SKILLS

- Metal testing
- Temperature monitoring
- Supervision
- Front-end loader trained
- Regulatory Compliance
- Quality Control Testing
- Communications

PROFESSIONAL SKILLS

Technical skills:

- Ignite high-pressure boiler with solid fuels, oil and gas, and burnable refuse.
- Conducted temperature testing to provide operational reliability of hand fire high pressure boilers.
- Analyzed blueprints and drawings to identify gauge locations for performing minor repairs.

Physical strength:

- Regularly exceeded daily production goals by effectively troubleshooting machinery and programming issues.
- Performed preventive and corrective maintenance on boilers, engines and generators.
- Troubleshot issues with and repaired injection molding machines, robotic bottle packing machines and casting furnaces.

Problem-Solving:

- Increased production efficiency by closely studying blueprints for accurate machine programming.
- Studied changing production and daily work orders to adjust offsets correctly.
- Adhered to high level of safety by following company rules and regulations to prevent injuries.

WORK HISTORY

BOILERMAKER 10/2019 to Current
Bandwidth Inc., Salem, OR

PROFESSIONAL SUMMARY

Dedicated and compassionate Registered Nurse with 12 years of experience working with HIV/AIDS patients. Proven ability to provide direct patient care in a fast-paced environment. Calm and level-headed with ability to handle difficult patients and high-stress situations. Use strong verbal communication skills and humor to develop strong relationships with patients and their families.

WORK HISTORY

- Registered Nurse | UT Health San Antonio - San Antonio, TX | 05/2012 - CURRENT
Center provides reliable HIV/AIDS testing and diagnosis to up to 500 patients per year
Offer early intervention and regular treatment to a caseload of up to 75 patients
Communicate, consult and collaborate with outside medical specialists to develop long-term treatment plans and coordinate care
Educate patients about the disease and safe sex practices
Administer medications, injections and IV treatments
Advise patients about available community resources and support groups
- Registered Nurse | San Antonio AIDS Foundation - San Antonio, TX | 03/2010 - 05/2012
Provided a full range of services to a caseload of up to 50 patients
Coordinated HIV education programs designed to prevent the spread of HIV
Trained nurses to provide pre- and post-test counseling for those seeking HIV testing
Administered medications and treatment to patients and monitored responses while working with healthcare teams to adjust care plans
- Registered Nurse | Alamo Area Resource Center - San Antonio, TX | 05/2008 - 03/2010
Cared for at-risk individuals including the homeless and disabled
Specialized on providing care for patients with life-threatening and chronic illnesses, including, but not limited to HIV/AIDS
Provided free HIV/AIDS testing and diagnosis to hundreds of patients each year
Compassionately cared for a vulnerable patient population, reducing the treatment "drop-out" rate by 25 percent

SKILLS

- Preventative health
Patient evaluation
Intravenous therapy
Medical laboratory procedures
Strong clinical judgment
Charting and clinical documentation
Strong communication
Staff supervision

EDUCATION

University of Texas Health Science San Antonio, San Antonio, TX
Bachelor of Science: Nursing
Minored in Health Administration

BARTENDER RESUME

from Resume Genius

CONTACT

- (123) 456-7890
CarolineW@gmail.com
45 Westfield Dr.
Washington, D.C. 90764
LinkedIn.com/username

PROFILE

Lead Bartender with 4+ years of experience in cocktail preparation and creation, and a bartending license certified by the District of Columbia. Possess a deep knowledge of local craft beers, wine, spirits, and cocktails, as well as their optimal food pairings. Seeking to leverage my bartending skills to fulfill the Head Bartender position at your restaurant.

EDUCATION

- 2014 - 2016
A.A. BARTENDING
Professional Bartending School, Washington, D.C.
2010 - 2014
ADVANCED DIPLOMA
ST. JOHNS HIGH SCHOOL, Washington, D.C.

KEY SKILLS

- Cocktail Preparation
Customer Relations
Spanish
POS Systems
Exceptional Memory
Menu Creation

AWARDS

- March 2017
EMPLOYEE OF THE MONTH
Gilly's Sports Bar, Washington, D.C.

PROFESSIONAL EXPERIENCE

- 2013 - 2018
LEAD BARTENDER
Gilly's Sports Bar, Washington, D.C.
Introduced a "Cocktail of the Month" promotion to our menu that was well received by customers and increased monthly sales
Trained 3 brand new bartenders on all aspects of the job from drink preparation and knowledge to building valuable customer relationships and up-selling techniques
Reduced inventory losses by 10% by managing our beverage inventory with innovative beverage management software
- 2014 - 2018
BARTENDER
Capital Bar & Grill, Washington, D.C.
Engaged in small talk and jokes with clientele in order to build rapport and ensure that they became repeat customers
Took food orders from guests at the bar and recommended beverage pairings to go with their meals, which boosted spending by an average of \$10 per customer
Memorized over a 100 cocktail recipes and drink variations



Which of the following best describes a chronological resume format select one. Which of the following best describes a chronological resume format.

The shape of the chronological curriculum is the most common style used in resumes, and there are good reasons for this. See if the it's info is the best choice for you, and learn how to use it. THE TERM "chronological curriculum" IS ...

have a Doctoral, list that first, along with the university, and the year he obtained the diploma. Follow this information with the same information on where you got your master's degree, and below you do the same for your bachelors. Whatever, if you have a secondary secondary, considered necessary to mention where he frequented secondary education, although if he has space, do not harm. The education section can also be used to mention any certifications in its area, for example if it is a (AnC) or a certified public accountant (CPA). Participation in business-relevant form relevant to the work Seminars and workshops as well © m can be listed here, as well as membership in honour societies, clubs or extracurricular activities related to their a rea. If I had a hand © Starpoint day or graduated with distinction, too © You can say it here. Tips to take advantage of the chronological format By using the chronological format, you are telling a story in reverse order. This may seem a little unnatural, but if you look at some of the hundreds of examples of curriculum in the Summary. io, see that this is © totally normal. Look for visual equilibrium and distribution in your pen, so that, for example, it does not have a huge section and a few minuscule sections. Remember that a resume/CV should almost always be just a page, so you need to be careful about what to include. If you have extensive professional experience, or are highly trained, it may be impossible to list all your achievements and credentials. Bullet lists in particular can take up a lot of vertical space. Consider organizing lists of bullets in columns side by side, or simply summarizing their achievements in a block of text (the Graduated magna cum laude; 3.8 GPA; member of Phi Beta Kappa honor society). If you still have difficulty fitting everything into a single page, avoid using formative tricks like using a minuscule font size or making margins too small. Look at the widest on your page, which is © where one or two words are poured into a second line, making its pen a longer line. If you try different models of curriculum, you can also © to discover that the simple choice of a different model will make your curriculum fit to a page. Summary of the chronological curriculum If you have years of experience of continuous work in the field or industry in which you seek employment, then the reverse chronological curriculum format © Probably the most suitable for you. This will focus on your experience at the same time, detail your skills and education educationof its provision when it embarks on the wording of a curriculum. These provide you with examples and templates to get. Then you only need to add the specifics about your professional training. Specialist tip Why are many recruiters suspect the functional curricula? The reason recruiters distrust the functional curricula is that they can feel that he is trying to hide the dates of his job.

1. **Use a chronological format** – This is the most common and easiest format to use. It lists your work experience in reverse chronological order, starting with your most recent job. This format is best for those with a clear career path and a consistent work history. 2. **Use a functional format** – This format focuses on your skills and how they relate to the job you are applying for. It is best for those who have a non-linear career path or are changing careers. 3. **Use a hybrid format** – This format combines elements of both the chronological and functional formats. It lists your work experience in reverse chronological order, but also includes a section that highlights your key skills and how they relate to the job. 4. **Use a project-based format** – This format focuses on your most significant projects and the skills you used to complete them. It is best for those who have worked on a variety of projects and want to showcase their project management skills. 5. **Use a skills-based format** – This format focuses on your skills and how they relate to the job, without listing your work experience. It is best for those who have a non-linear career path or are changing careers. 6. **Use a combination format** – This format combines elements of all the other formats. It lists your work experience in reverse chronological order, but also includes sections that highlight your key skills, your most significant projects, and how your skills relate to the job. 7. **Use a storytelling format** – This format tells the story of your career and how you have grown and developed over time. It is best for those who have a unique career path and want to showcase their personal growth and development. 8. **Use a results-based format** – This format focuses on the results you have achieved in your work experience. It is best for those who have achieved significant results and want to showcase their achievements. 9. **Use a skills and experience format** – This format focuses on your skills and experience, without listing your work experience. It is best for those who have a non-linear career path or are changing careers. 10. **Use a project and skills-based format** – This format combines elements of the project-based and skills-based formats. It lists your most significant projects and the skills you used to complete them, without listing your work experience. It is best for those who have worked on a variety of projects and want to showcase their project management skills and how they relate to the job.

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