SAMPLE PLAIN TEXT RESUME

JOHN JONES
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OBJECTIVE Entry Level Plumbing and Heating Technician

EDUCATION
Luzerne County Community College
Nanticoke, Pennsylvania
Associate in Applied Science degree in PLUMBING & HEATING TECHNOLOGY, 2008

CERTIFICATIONS
EPA Refrigeration Certification, 2008

WORK EXPERIENCE
ABC Plumbing & Heating, Jobstown, Pennsylvania 2006-Present
Plumber’s Helper
* Install residential boiler units
* Clean air conditioning systems
* Prepare job estimates

McBurger Restaurant, Haddonfield, Pennsylvania 2002-2005
Cashier
* Waited on customers
* Prepared food

VOLUNTEER EXPERIENCE
Red Cross Blood Drive, 2008
United Way Campaign, 2007

PROFESSIONAL MEMBERSHIPS
Member, Association of Plumbing, Heating, Cooling Contractors, 2008

REFERENCES Available upon request