

Previous Work Experience: List previous paid work that you have done around the school or in the community (i.e. McDonalds, babysitting etc.). List your most recent job first.

Employer	Responsibilities	Skills Developed	When?

Personal Interests: List anything that you do when you do have spare time. (i.e. hobbies, musical instruments played, poetry/music composition, etc.)

Future Plans: What are your plans, both short and long term, for your post-secondary education/work? What do you hope to achieve in the future?

References: Make a list of the people (not just at school) whom you could ask for a reference from.

Person	How they know you	What they can describe about you