

SAMPLE RESUME FORMAT FOR PRIMARY APPLICANT
(Person with the service record)

Preferred Title and Name
Address
City, State Zip
Home Phone * Work Phone * Cell Phone
Email Address

PAID EMPLOYMENT

Position Title Start Date/End Date
Name of Religious, Charitable, or Non-profit Humanitarian Organization Full-time/Part-time
Address of Organization
Description of organization's mission, brief job description, accomplishments, etc.

Position Title Start Date/End Date
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Please note: Applicants submit an annotated resume including employment in religious, charitable, or non-profit humanitarian organizations. For each position served, applicants state the organization's name, location, and mission; position title; brief job description; employment beginning and ending dates, and whether the position was full- or part-time paid employment.