

# VOLUNTEER RESUME SAMPLE

5698 Shady Creek  
Irvine, CA 92608

(949) 487-5963  
MLC@yahoo.com

**Marisa L. Cherry**

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- Objective** To obtain an entry-level position as a Community Service Childcare Assistant.
- Education:** Graduation: Pending Irvine High School Irvine, CA  
*Grade Point Average: 3.7*  
**School Activities**
- Student-body Treasurer
  - Japanese Club
  - Advanced Cheerleading
- Education Interest:** Obtain diploma from Irvine High School and transfer to a prestigious University.
- Volunteer Work:** 2002 - 2003 Leaders In Training (L.I.T.) Irvine, CA  
**Child Care Assistant**
- Assisted in the daily activities of specialty summer camps for kids ages five to twelve. Participated as part of a team in providing nutritious snacks, monitoring the playground and assisting with various instructional activities. Promoted a safe environment for children. Problem-solved as needed, utilizing good communication skills with kids, parents, staff members and supervisors. Built positive relationships with program participants, acting as a good role model. Performed various office functions including registration for camps, answering phones, taking messages, filing, and assisting customers. This community-focused work experience program included training classes designed to enhance leadership skills and increase understanding of developmentally appropriate techniques for working with elementary school age children.
- Additional Skills:** Computer Skills
- MS Word, PowerPoint, Excel
  - 50-55 words per minute
- Interests** Volunteer at St. Joseph's Hospital, running, dancing, art, computers.

***Excellent References Available Upon Request***