

# Chronological Resume

- ✓ Used by job seekers with steady work background in their desired profession.
- ✓ Focuses on past work experience, where you worked and when.
- ✓ Makes it easy for employers to quickly scan over your resume.
- ✓ Below is a chronological resume:

**First and Last Name**

Address Line 1  
Address Line 2  
City, State Zip Code  
(555) 555-5555

**OBJECTIVE:** Include objective here

**WORK EXPERIENCE:**

*Job Title* **Dates**  
**Employer**, City, State  

- List your responsibilities, accomplishments, and skills

*Job Title* **Dates**  
**Employer**, City, State  

- List your responsibilities, accomplishments, and skills

*Job Title* **Dates**  
**Employer**, City, State  

- List your responsibilities, accomplishments, and skills

**EDUCATION:**

**LICENSES AND CERTIFICATIONS:**

**AWARDS:**

**PROFESSIONAL MEMBERSHIPS:**