**TESC Spouse Small Business & Career Enhancement Application Resume**

Instructions: please leave name off of resume – use last 4 digits of SSN in header instead. The purpose of this resume is to help us understand your career progression, and how this award will help. If you have any questions please email: [Scholarships.TESC@gmail.com](mailto:Scholarships.TESC@gmail.com).

**EDUCATION (12 Font)**

**School (Name, City, State)** (MM/YYYY) – (MM/YYYY)

*GPA: \_\_\_/\_\_\_*

* Coursework/Major –

**WORK EXPERIENCE (12 Font)**

**Organization (ex- place of work)** (MM/YYYY) – (MM/YYYY)

*Title / Role*

* List duties/description

**COMMUNITY/ EXTRA CURRICULAR ACTIVITIES (12 Font)**

**Organization (ex- Newspaper, Club, etc.)** (MM/YYYY) – (MM/YYYY)

*Title / Role (Reporter, President, etc.)*

* List duties/description

**Organization (ex- Keyspouse, Spouses’ Club, etc.)** (MM/YYYY) – (MM/YYYY)

*Title / Role (Squadron Key Spouse, President, etc)*

* List duties
* List duties

**VOLUNTEER WORK (12 Font)**

**Organization (specific event)** (MM/YYYY) – (MM/YYYY)

*Role / Hours Compteted (ex. event volunteer /4 hours)*

* Description (ex. ran a game at children’s carnival, helped build house, etc.)
* Description (ex. Helped set-up/clean up after event)

**AWARDS AND HONORS (12 Font)**

* List (ex. Member of National Honor Society, Volunteer of the Year, etc.) – MM/YYYY
* List (ex. Nomination for Volunteer of the Year, etc.) – MM/YYYY
* List (ex. Runner up in the \_\_\_\_\_\_\_ Award, etc.) – MM/YYYY