

Josie 4-Her

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12345 Rd. W121
Somewhere, KS 69247
785.123.4567
josie4@gmail.com

Career Objective

To obtain a position as a secretary at Good Sales Livestock Auction

Education

A+ Community High School

August 2015 - May 2019

Cumulative GPA - 3.42

Relevant Courses:

Intro to Agriculture

Animal Science

Ag Communications/Business

Vet Science

Digital Media Tech

Algebra 1 and 2

Advanced Math

Consumer Math

In-House Training

Audio and Video Production

Experience

K-State Research and Extension / Secretary

Summer 2016 – PRESENT

Develop and maintain daily reports.

Update and organize financial paperwork.

Modified, simplified, and updated the system used for the local county fair's awards and sponsors.

Consulted with customers.

Farmers Ranch and Harvesting / Hired Hand

2014 – PRESENT

Supervised harvest crews

Assembled electric and barbed wire fencing

Maintained the well-being of cattle herds

Activities

Pep Club Board Member

Present

Student Advisory Council Officer (Vice President)

Present

Senior FFA Officer (President)

Present

Northwest District FFA Officer (Vice President)

Present

Cross Country, Basketball, and Track

2015-Present

Member in FFA, KAYS, FCA, SADD, SAFE

2015-Present

4-H Council Representative

2013-Present

Member of America's Best 4-H Club

2008-Present

Northwest District FFA Officer (Treasurer)

2017-2018

Senior FFA Officer (Reporter)

2018-2019

References

Johnny Runner
C.C. Coach
513 W. Street
Anywhere, KS 66666
785-987-6543

Jane Farmhand
FFA Advisor
692 E. Street
Small Town, KS 77777
785-423-9853

Clarence Clover
4-H Club Leader
469 North Street
TinyTown, KS 55555
785-321-8765