

Resume Guidelines

*All Buckwheat Festival applicant must include a resume highlighting:

1. Leadership Positions and Offices Held
2. Memberships and Other Participations
3. Honors and Awards
4. Community Service

Tips:

- Top Left: name, address, phone number, and email address
- Top Right: current school, address, phone number, and fax
- List most recent/most important towards the top of each category list
- Include year's participated after activity *ex: Key Club (10) (11)
 - Only include activities from 9th grade to present
- Font should be easy to read
- Resume may be no more than 2 pages long