Creating a resume for someone who has never had a job before can be challenging, but it's essential to focus on skills, education, volunteer work, and any relevant experiences that demonstrate your capabilities. Here's an example of how to structure such a resume:

**[Your Name]**  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[LinkedIn Profile] (Optional)

**Objective**

A motivated and enthusiastic individual seeking an entry-level position where I can apply my skills and passion for [industry or field of interest]. Eager to contribute to a team and grow professionally in a dynamic environment.

**Education**

**Lake Washington Institute of Technology, Kirkland, WA**  
**Pursuing a Degree in Computing and Software Development**  
Expected Graduation: [Year]

* Relevant coursework: Introduction to Programming, Web Development, Database Management, Software Engineering Principles
* Projects: Developed a personal portfolio website using HTML, CSS, and JavaScript; Created a simple inventory management system as part of a team project

**[Your High School], [City, State]**  
**High School Diploma**  
Graduated: [Year]

* Activities: Member of the Coding Club, Math Club, and Student Council
* Achievements: Graduated with honors, Won 1st place in a regional coding competition

**Skills**

* Programming Languages: [List languages you are proficient in, e.g., Python, Java, C#]
* Web Development: HTML, CSS, JavaScript
* Database Management: SQL
* Software Tools: Visual Studio, Git
* Problem-Solving: Strong analytical and troubleshooting skills
* Communication: Excellent written and verbal communication skills
* Teamwork: Experience working in collaborative environments
* Time Management: Ability to manage multiple tasks and meet deadlines

**Volunteer Experience**

**Volunteer, Local Community Center, [City, State]**  
**[Month Year] – Present**

* Assisted with organizing community events and activities
* Provided tutoring support for children in math and science
* Helped maintain the community center's website and social media pages

**Volunteer, [Nonprofit Organization], [City, State]**  
**[Month Year] – [Month Year]**

* Participated in a local environmental cleanup campaign
* Assisted in fundraising activities and community outreach programs
* Worked with a team to plan and execute events

**Projects and Extracurricular Activities**

**Personal Portfolio Website**  
Developed a personal portfolio website to showcase my projects and skills using HTML, CSS, and JavaScript. The site includes an about me section, a project gallery, and contact information.

**Inventory Management System**  
Worked on a team project to develop a simple inventory management system using Python and SQL. The system allows users to track inventory levels, manage orders, and generate reports.

**Coding Club Member**  
Active member of the Coding Club in high school and college, participating in weekly meetings, coding challenges, and hackathons.

**Math Club Member**  
Participated in math competitions and helped organize study groups to assist peers with challenging math concepts.

**Certifications**

**[Certification Name]** (if any)  
**[Certifying Body], [Month Year]**

**References**

Available upon request.

**Tips for Enhancement**

* **Objective:** Tailor the objective to the specific job you’re applying for, mentioning the company name and role.
* **Education:** Highlight relevant coursework and projects that align with the job requirements.
* **Skills:** Include both technical and soft skills, providing examples where possible.
* **Volunteer Experience:** Detail any responsibilities and skills gained that are transferable to a job.
* **Projects and Extracurricular Activities:** Emphasize projects that demonstrate your skills and initiative.

Good luck with your job search!

Sure, I can help with that. Here’s a sample resume for someone who has never had a job before. This person has focused on their education, skills, and any relevant experiences such as volunteering or projects.

# John Doe

123 Main St, Anytown, USA 12345

Email: john.doe@example.com

Phone: (123) 456-7890

LinkedIn: linkedin.com/in/johndoe

## Objective

Motivated Computer Science student seeking to apply my skills in a real-world setting. Looking for an opportunity to use my theoretical knowledge and enthusiasm to contribute to a software development team.

## Education

\*\*Bachelor of Science in Computer Science\*\*

University of Anytown, Anytown, USA

Expected Graduation: May 2025

## Skills

- \*\*Programming Languages\*\*: Java, Python, C++

- \*\*Web Development\*\*: HTML, CSS, JavaScript

- \*\*Databases\*\*: SQL, MongoDB

- \*\*Tools\*\*: Git, GitHub, Visual Studio Code

## Projects

\*\*Personal Budget Management App\*\*

- Developed a personal budget management app using Java.

- Implemented features such as income/expense tracking and budget planning.

\*\*Website Development\*\*

- Created a personal portfolio website using HTML, CSS, and JavaScript.

- Showcased projects and provided a platform for blogging about tech topics.

## Volunteer Experience

\*\*Coding Tutor, Local Library, Anytown, USA\*\*

September 2023 - Present

- Volunteer tutor teaching basic coding skills to library patrons.

- Developed lesson plans and adapted teaching style to individual learner needs.

## Certifications

\*\*Oracle Certified Associate, Java SE 8 Programmer\*\*

Oracle, June 2024

## References

Available upon request

Remember, this is just a sample. Feel free to modify it to suit your needs. It’s important to highlight your skills, education, and any relevant experiences you have. Even if you haven’t had a formal job before, there are still many ways to demonstrate your potential to employers. Good luck! 😊