

## Sample Chronological Resume

- Traditional structure used for most resumes.
- Focuses on “Experience” section and lists your position from most recent to least recent.
- Best used if you are staying within the same career path or profession of work and no large gaps in terms of unemployment.

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**OBJECTIVE:** Experienced Electrician seeking a position that will utilize my installation and repair skills in a commercial or residential environment.

**SUMMARY:** More than 10 years experience in all phases of the electrical field. Expertise in troubleshooting electrical circuits and providing necessary maintenance. Effective supervisor of entry-level electricians.

### EXPERIENCE:

2010 – PRESENT

#### MASTER ELECTRICIAN

XYZ Management Company, Sanford, NC

- Total electrical renovation of apartments for new tenants.
- Replaced fixtures switches, receptacles and wiring.
- New wiring of single family homes, townhomes.
- Commercial work on high rise office buildings in the Sandhills area.

2008 – 2010

#### ELECTRICIAN

United States Army, Fort Bragg, North Carolina

- Repaired, installed, adjusted, modified; and tested electrical systems and devices for 300,000 square feet of office and classroom space; including; Electrical panels, Fluorescent, Magnetic Starters, Conduit, Computer, Switches, Receptacles, Motors, Breakers, Incandescent Lights, Ballasts, Wire, Telephone Lines.

2005 – 2008

#### RETAIL CLERK

Morgan’s Pharmacy

### EDUCATION

2014

Central Carolina Community College, Sanford, North Carolina  
Associate in Applied Science Degree in Industrial Systems Technology

2014

Certificate in Electrical Controls

### SPECIAL LICENSE

North Carolina Journeyman’s License #5678-JK