

## Resume Writing

<https://www.thebalancecareers.com/high-school-resume-examples-and-writing-tips-2063554>  
[High School Resume Examples and Writing Tips](#)

<https://www.livecareer.com/resources/resumes/how-to/write/resume-tips-for-teenagers>

<https://www.themuse.com/advice/185-powerful-verbs-that-will-make-your-resume-awesome>

## Cover Letter

<https://www.youthcentral.vic.gov.au/jobs-and-careers/applying-for-a-job/what-is-a-cover-letter/sample-cover-letters/cover-letter-no-work-experience>

<https://www.jobsforteenshq.com/cover-letter-examples-for-students/>

## Fill out a Job Application

<https://www.scholastic.com/teachers/lesson-plans/teaching-content/completing-job-application/>

<https://www.cteonline.org/curriculum/lessonplan/job-applications/JcEaUy>

## Sample Job Application

[Standard Application for Employment](#)

## Job Interview

<https://www.skillsroad.com.au/teachers/lesson-plans-and-resources/job-interviews-lesson-plans>

<https://www.moneyinstructor.com/interview.asp>

<https://www.aeseducation.com/blog/how-to-teach-interview-skills-high-school>

<https://www.indeed.com/career-advice/interviewing/top-interview-questions-and-answers>

<https://www.thebalancecareers.com/top-interview-questions-and-best-answers-2061225>

<https://dahlstromco.com/the-job-hunting-handbook> (This one is a purchase. I used it as a teacher and really liked the content. Maybe something to consider for the future!)

## Job Hunting

<https://www.themuse.com/advice/10-job-search-tricks-that-will-change-everything-youve-been-doing>

<https://www.livecareer.com/resources/jobs/search/teen-job-seeking-hints>

<https://www.thebalancecareers.com/tips-for-finding-a-job-for-teens-2058651>