# 英文个人简历范文（工商管理专业）

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*RESUME Nov. 6, 1994 Larry C. Smith 6710 Parkwood Place St. Louise, Missouri 63141Tel.:351-7872 EDUCATION 1982-85Be...*

RESUME Nov. 6, 1994 Larry C. Smith 6710 Parkwood Place St. Louise, Missouri 63141Tel.:351-7872 EDUCATION 1982-85Beaumont High School; graduated June, 1985 1985-87Central Business Institute Business Administration Course; graduated June, 1987 EXPERIENCE January， 1986Employed as an assistant to the chief engineer of the Ame rican Food Corporation, St. Louis, Missouri. My duties included compiling report s for the chief engineer on production in the various departments. June， 1987 to Jan. 1, 1989 Worked as a traffic rate clerk for the Continental Engineering Company of Pittsb urgh, Pennsylvania. In this position I started as an assistant in the traffic de partment and later prepared and filed claims for overcharges. PERSONAL DETAILS Age， 24; height, 5 feet， 6 inches; weight, 165 pounds; health, excellent; marr ied, no children; American; hobbies, photography, stamp collecting, sports, tenn is, bowling, and swimming. REFERENCES

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