

# Jacqueline Stewart

## Entry-Level Resume for Stay-at-Home Mom with No Experience

(123) 456-7890 • City, ST 12345 • email@example.com • LinkedIn | Portfolio

Enthusiastic mom returning to work after a five-year career break. Highlights volunteer leadership, self-directed training, and basic office skills.

### Professional Experience

STAY-AT-HOME VOLUNTEER | SELF-EMPLOYED  
MAY 2016 – PRESENT

- Coordinated community food drives, distributing 2,000+ meals yearly
- Built and managed a digital sign-up system that cut registration errors by 50%

OFFICE INTERN | CITY HALL, CITY, ST  
JUNE 2014 – APRIL 2016

- Filed and updated records for 300+ constituents, ensuring 100% accuracy
- Assisted with data entry and front-desk support for council meetings

### Education

High School Diploma | Central High School  
City, ST | June 2014