

**Maria Lenox**  
**56 High Street**  
**Lyndon, Virginia 22222**  
**(703) 343-654**

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**Education:**

- Praha 5 Gymnasium, 1990-1992
- J.E.B. Stuart Transitional High School 2003- present

**Experience:**

- Cashier, McDonalds, 1993-1995.  
Took customer orders, handled customer complaints, mopped floors.
- Nanny, McDaniels family, 1995-1998  
Took care of three children, ages 1 to 7, prepared lunch and dinner, drove children to school, organized children's activities.
- Nanny, Smith family, 2001-2004  
Takes care of twins babies, prepares meals and feeds children, cleans and organizes house, takes children to activities like music class.

**References:**

- Jose Mendez, McDonald's Manager. 703-111-1111.
- Jane McDaniels, employer. 571-555-5555.
- Nancy Smith, employer. 301-555-5555.