

Your name

Job title

KNOWLEDGE OF

One or two words

One or two words

One or two words

One or two words

One or two words

One or two words

One or two words

One or two words

One or two words

CAREER OBJECTIVE

Write a short introduction of just a few paragraphs explaining who you are, your strengths and why you feel you are a suitable candidate. Write it in the third person, for instance 'An enthusiastic, hard working and competent professional who possess the required level of experience needed to deliver high quality, customer focused, and effective in a setting. (Your name) is looking for a suitable position with a responsible employer'.

ACADEMIC QUALIFICATIONS

<i>School/College/University name</i>	<i>Dates</i>
Subject(s)	Grades
<i>School/College/University name</i>	<i>Dates</i>
Subject(s)	Grades
Subject(s)	Grades
Subject(s)	Grades
Subject(s)	Grades

SKILLS ACQUIRED WHILST STUDYING

PERSONAL SKILLS

One or two words

One or two words

One or two words

One or two words

One or two words

One or two words

One or two words

- Describe skills that are relevant to the job you are applying for.
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KEY COMPETENCIES

- Explain your strongest competencies.
- Explain your strongest competencies.
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- Explain your strongest competencies.

HOBBIES & INTERESTS

Try to include those hobbies that are related to the job you are applying for, or that you think will interest the employer the most. Focus on hobbies that make you sound interesting, unique and positive.

PERSONAL

Your name
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Birmingham
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M: 0044 121 638 0026
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