CURRICULUM VITAE

*Add your photo here*

*and delete*

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*when finished*

**PERSONAL INFORMATION**

Name, Lastname Name Lastname

Adress(es) ABC

Phone 123

Email ABC

Date of birth 123

Place of birth ABC

Field of Application ABC

**WORK / VOLUNTEERING EXPERIENCE**

Date from- Date to **Position**

Company/ Institution, Location

Description (max. 2 sentences)

[Date from- Date to **Position**

Company/ Institution, Location

Description (max. 2 sentences)

**EDUCATION**

Date from- Date to **Organisation providing education, Location**

Degrees or Diploma obtained

principal subjects/occupational skills

covered

Date from- Date to **Organisation providing education, Location**

Degrees or Diploma obtained

principal subjects/occupational skills

covered

**PERSONAL SKILLS**

Mother tongue(s) ABC

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Other language(s) | UNDERSTANDING | | SPEAKING | | WRITING |
|  | Listening | Reading | Spoken Interaction | Spoken production |  |
| Language I |  |  |  |  |  |
| Language II |  |  |  |  |  |

Levels A1/A2: Basic user – B1/B2: Independent user – C1/C2: Proficient User

[Common European Framework of Reference for Languages](http://europass.cedefop.europa.eu/resources/european-language-levels-cefr)

Computer skills and e.g. Microsoft Office, HTML

competences

Key Qualifications Relevant to the position, obtained during your formal / non- formal education and activities: e.g. strong negotiating skills, high responsibility, planning and organizational skills

Driving licence

Hobbies

**ADDITIONAL INFORMATION**

e.g. Publications, Experiences, etc.