**Name**

Address Area & Postcode

Tel:

Email:

**Personal Profile**

First line should relate to you and your experience within the kind of job you are going for.

**Key Skills and Achievements**

* Skill
* Skill
* Skill
* Skill
* Skill

**Employment History**

**Employer Name Dates**

Job Title

* What you did

**Employer Name Dates**

Job Title

* What you did

**Employer Name Dates**

Job Title

* What you did

**Employer Name Dates**

Job Title

* What you did

**Education and Qualifications**

School? Dates?

Qualifications?

**Interests and Hobbies**

What do you enjoy doing in your spare time?

**References available on request**