|  |  |
| --- | --- |
| PERSONAL INFORMATION | [name] |
|  | |
| [IMAGE] | [address] |
| [phone]  [mobile] |
| [email] |
| [website] |
|  |
| Sex [sex] | Date of birth [birth] | Nationality [nationality] |

|  |  |
| --- | --- |
| JOB APPLIED FOR  POSITION  PREFERRED JOB  STUDIES APPLIED FOR  personal statement | [work\_position] |

|  |  |
| --- | --- |
| WORK EXPERIENCE |  |

|  |  |
| --- | --- |
| [work.date] | [work.name] |
| [work.detail] |

|  |  |
| --- | --- |
| EDUCATION AND TRAINING |  |

|  |  |  |
| --- | --- | --- |
| [edu.date] | [edu.name] |  |
| [edu.detail] | |
|  | |

|  |  |
| --- | --- |
| PERSONAL SKILLS |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Mother tongue(s) | [tongue.mother] | | | | |
|  |  | | | | |
| Other language(s) | UNDERSTANDING | | SPEAKING | | WRITING |
| Listening | Reading | Spoken interaction | Spoken production |  |
|  | [tongue.listening] | [tongue.reading] | [tongue.spok.inter] | [tongue.spok.prod] | [tongue.writing] |

|  |  |
| --- | --- |
| Communication skills | [communication.skill] |

|  |  |
| --- | --- |
| Organisational / managerial skills | [organisational.skill] |

|  |  |
| --- | --- |
| Job-related skills | [job.skills] |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Digital skills | SELF-ASSESSMENT | | | | |
| Information processing | Communication | Content creation | Safety | Problem solving |
|  | [self.infoprocess] | [self.communic] | [self.content] | [self.safety] | [self.probsolv] |

|  |  |
| --- | --- |
| Other skills | [skills] |