#### Eagle Owl | Professional Office Bird | Coffee Addict

TO FROM

<Company Name> Olivia Owl

Attn: <Name of Recipient>

<The Nest 1 • 12345 Oak Woods

<Street> • <Postal Code& City> Olivia@owl.com

<Email Address> 1+49 (0) 123 45678

August 23, 2023

#### Application for <position>

Dear <XYZ>,

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Best Regards,

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Olivia Owl



Eagle Owl | Professional Office Bird | Coffee Addict

#### Personal Information

Date of Birth Place of Birth Species 01 April 2022 Mum's Nest Eagle Owl

#### **EXPERIENCE & SKILLS**

05/2023 - today Chief Owl Officer

THE OWL ASSOCIATION · ? The Big Tree

Managing the flock of owls. Still drinking too much coffee.

Hiring other owls | Firing other owls | Budget

THE OWL ASSOCIATION · ? The Big Tree

Drinking too much coffee and staring at other birds at the office

Drinking Coffee Flying Staring

THE OWL ASSOCIATION • The Big Tree

Brewing coffee for the expert office owls

Brewing Coffee and flying it to their desks Flying

#### **EDUCATION**

09/2022 - 10/2022 Flying · Master of Flying (M.Fl.)

FINAL GRADE: 1.0 · im University of Birds

Specialization: Take-Offs

Thesis: How to not fall from trees

07/2022 - 08/2022 Flying · Bachelor of Flying (B.Fl.)

FINAL GRADE: 1.0 · im University of Birds

Specialization: Landings Thesis: How to not crash



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#### COFFEE TASTING

Espresso
Latte
Cappuccino
Americano

#### FLYING SKILLS

Gliding Landing Take-Offs

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#### **CERTIFICATIONS & COURSES**

08/2023 **Professional Mouse Hunting: Finding Food** 

THE BIRD ASSOCIATION · # Certification: Pro Mouse Hunter

| Hunting | Distinguishing mice and rats |

Click on the icon to the right to verify the certificate and badge.

07/2023 **Navigating The Skies** 

THE BIRD ASSOCIATION · # Certification: Pro Owl Pilot

Flying (Navigation)

Click on the icon to the right to verify the certificate and badge.

07/2023 **Building Nests & Egg Laying** 

THE BIRD ASSOCIATION

(Nesting) (Egg Laying)



#### OLIVIA'S OWL FRIENDS

Owen **Nerd Owl** 

> A GEEK · 🏛 Attending the University of Birds



Egg Laying Skills

Chef Owl Oscar

ALWAYS HUNGRY · m Working at

the Grill



Party Owl Osiris

LIKES CAKE · m Runs a bakery



Languages

**Owlish Birdish** 

Mother Tongue

**AWARDS** 



Owl of the Month

ORGANIZATIONS



The Owl Association

Hobbies





**Books** 

Coffee





Flying **Trees** 

**CONTACT INFORMATION** 

C2

C1



AREAS OF SPECIALIZATION

Flying · Mouse Hunting · Staring Contests · Coffee

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### OLIVIA'S FAVORITE PICTURE



Eagle Owl | Professional Office Bird | Coffee Addict

#### ANOTHER PORTRAIT OF OLIVIA

