

# CURRICULUM VITAE

## PERSONAL INFORMATION

Name <NAME>, <Surname(s)>  
Adresse <House number> <Street>  
<City>, <Postcode>, <Country>  
Telephone <Area code>—<Telephone number>  
Fax <Area code>—<Faxnumber>  
E-Mail <E-Mail>  
Nationality <Nationality>  
Date of birth <Date of birth>

portrait

## PROFESSION

▷ Period <Year>—<Year>  
○ Employer **<Company name>**  
<House number><Street>, <City>, <Postcode>, <Country>  
  
▷ Project <From> until <To> <Topic>  
○ Position <Position held>  
○ Main responsibilities <List of activities>

## EDUCATION

▷ Period <Year>—<Year>  
○ Acquired qualifications **<Title>**  
○ Institute <Name of educational institution>  
○ Principal subjects <List of the major subjects>  
○ Minor subjects <List of minor subjects>  
○ Grade Average grade <overall average grade>  
  
▷ Period <Year>—<Year>  
○ Acquired qualifications <Title>  
○ Graduate school <Name of the school>

## RESEARCH

▷ Diploma thesis "<Title of the diploma thesis>" — <Institute>  
  
▷ Seminar paper "<Title of the seminar paper>" — <Institute>

## PUBLICATIONS

▷ Publication <Author>: <Title of the publication> <Name of the journal>.  
<Publisher>, <City>, <Year>

## JOBS

- ▷ Period
- Employer
- Employment
- Main responsibilities

<Year>—<Year>

**<Name of the Company>**, <City>/<Country>

<Type of the employment>

<List of activities>

## LANGUAGES

FIRST LANGUAGE

OTHER LANGUAGES

### English

<Language> – Read: <Degree>, Write: <Degree>, Talk:

<Degree>

LANGUAGE TRAVELS

- ▷ Period
- Place
- Vendor
- Certificate

<Date>—<Date>

<City>/<Country>

<Organizer>

<Name of the acquired certificate>

## ABILITIES

SOCIAL SKILLS

<Description of the social strengths>

ORGANISATIONAL SKILLS

<Description of organisational skills>

TECHNICAL SKILLS

<Description of technical skills>

HOBBIES

<List of major hobbies and private interests>

## ATTACHEMENTS

<List of all attachements>

<City>, June 24, 2018

<Name>, <Surname(s)>