

CURRICULUM VITAE

European format

PERSONAL INFORMATION

Surname(s) / First name(s)

Address

Telephone

Mobile

E-mail

Website / LinkedIn

Nationality

Date of birth

Gender (optional)

Photo (optional)

POSITION / JOB APPLIED FOR

Position, job applied for, studies applied for

Personal statement

WORK EXPERIENCE

Start with the most recent position. Copy/add entries as needed.

Dates (from – to)

Name and address of employer

Type of business or sector

Occupation or position held

Main activities and responsibilities

Dates (from – to)

Name and address of employer

Type of business or sector

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Occupation or position held

Main activities and responsibilities

Dates (from – to)

Name and address of employer

Type of business or sector

Occupation or position held

Main activities and responsibilities

EDUCATION AND TRAINING

Start with the most recent qualification.

Dates (from – to)

Name and type of organisation
providing education and training

Title of qualification awarded

Principal subjects / occupational skills
covered

Level (EQF / national classification)

Dates (from – to)

Name and type of organisation
providing education and training

Title of qualification awarded

Principal subjects / occupational skills
covered

Level (EQF / national classification)

Dates (from – to)

Name and type of organisation providing education and training	
Title of qualification awarded	
Principal subjects / occupational skills covered	
Level (EQF / national classification)	
Dates (from – to)	
Name and type of organisation providing education and training	
Title of qualification awarded	
Principal subjects / occupational skills covered	
Level (EQF / national classification)	

PERSONAL SKILLS AND COMPETENCES

Mother tongue(s)																																										
Other language(s)	<table border="1"> <thead> <tr> <th></th> <th colspan="2">UNDERSTANDING</th> <th colspan="2">SPEAKING</th> <th>WRITING</th> </tr> <tr> <th>Language</th> <th>Listening</th> <th>Reading</th> <th>Interaction</th> <th>Production</th> <th>Writing</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>							UNDERSTANDING		SPEAKING		WRITING	Language	Listening	Reading	Interaction	Production	Writing																								
	UNDERSTANDING		SPEAKING		WRITING																																					
Language	Listening	Reading	Interaction	Production	Writing																																					
	A1/A2: basic user – B1/B2: independent user – C1/C2: proficient user (CEFR)																																									
Language certificates																																										
Communication skills																																										
Organisational / managerial skills																																										
Job-related skills																																										
Digital skills																																										
Other skills																																										
Driving licence																																										

ADDITIONAL INFORMATION

Publications	
Presentations / Conferences	
Projects	
Honours and awards	
Memberships	
Certifications	
References	

ANNEXES

List of attached documents	
	<i>I hereby authorise the processing of the personal data contained in this CV in accordance with Regulation (EU) 2016/679 (GDPR) and applicable national data protection legislation.</i>
Place and date	
Signature	