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| --- | --- |
| **N**S | |
| **NAME** SURNAME | |
| PROFESSION | |
|  | |
| CONTACT | |
|  | |
| Street Name, Number  Post Code, City, Country | |
| +45 12 34 56 78 | |
| your.email@email.com | |
|  | |
| LANGUAGES | |
|  | |
| **Language 1** | Native |
| **Language 2** | Advanced |
| **Language 3** | Medium |
|  | |
| SKILLS | |
|  | |
| Write a Relevant Skill | |
|  | |
| Write a Relevant Skill | |
|  | |
| Write a Relevant Skill | |
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| HOBBIES | |
|  | |
| Write an Interest or Hobby | |
| Write an Interest or Hobby | |
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| SUMMARY | | |
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| Briefly state your career objective or summarize what makes you stand out. Use language from the job description as keywords. This is an essential part of standing out from the crowd? It explains who you are, what you’re offering, and what you’re looking for. Aim to prove why you’re suitable in one short, succinct paragraph. | | |
|  | | |
| WORK EXPERIENCE | | |
|  | | |
| 00/2017 – present | **JOb Title**, company name, Location | |
| * Describe your responsibilities and achievements in terms of impact and results. Use examples but keep it short. * Write relevant [work experience](https://www.reed.co.uk/career-advice/how-to-get-work-experience/) listed with the most recent first. | |
| 00/2016 – 00/2017 | **JOb Title**, company name, Location | |
| * Describe your responsibilities and achievements in terms of impact and results. Use examples but keep it short. * Write relevant [work experience](https://www.reed.co.uk/career-advice/how-to-get-work-experience/) listed with the most recent first. | |
| 00/2015 – 00/2016 | **JOb Title**, company name, Location | |
| * Describe your responsibilities and achievements in terms of impact and results. Use examples but keep it short. * Write relevant [work experience](https://www.reed.co.uk/career-advice/how-to-get-work-experience/) listed with the most recent first. | |
| 00/2010 – 00/2015 | **JOb Title**, company name, Location | |
| * Describe your responsibilities and achievements in terms of impact and results. Use examples but keep it short. * Write relevant [work experience](https://www.reed.co.uk/career-advice/how-to-get-work-experience/) listed with the most recent first. | |
|  | | |
| EDUCATION | | |
|  | | |
| 00/2016 – 00/2017 | **Your Degree**, University name, Location | |
| * List your major and minor, your grade point average and honors. Feel free to summarize your coursework too. | |
| 00/2015 – 00/2016 | **Your Degree**, University name, Location | |
| * List your major and minor, your grade point average and honors. Feel free to summarize your coursework too. | |
| 00/2010 – 00/2015 | **Your Degree**, University name, Location | |
| * List your major and minor, your grade point average and honors. Feel free to summarize your coursework too. | |
|  | | |
| REFERENCES | | |
|  | | |
| Open envelope  Reference Name – Job Position  Company Name  reference@gmail.com  +45 12 34 56 78 | | Open envelope  Reference Name – Job Position  Company Name  reference@gmail.com  +45 12 34 56 78 |