Note: You are more than welcome to choose your preferred CV template. However, please make sure that you have included the following (relevant) elements in your CV.

PERSONAL INFORMATION

Full Name First name/Middle name/ Last name

Date of Birth dd/mm/yyyy

Email email@email.com

Telephone Number +123456789

Gender Female/Male

Address Street address, Postal code, City, Country

EDUCATION

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| From | To | University | Program | Degree | Country |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

WORK EXPERIENCE

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| From | To | Name of Organization | Name of Position | Responsibilities | Country |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

TRAININGS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| From | To | Name of training | Explanation  | Country |
|  |  |  |  |  |
|  |  |  |  |  |

LANGUAGE SKILLS

Language 1 A1/A2/B1/B2/C1/C2

Language 2 A1/A2/B1/B2/C1/C2

Language 3 A1/A2/B1/B2/C1/C2

LIST OF PUBLICATIONS

Author, A.A. (Year, month of publication). Article title. *Magazine Title, Volume (Issue),* pp.-pp.

Professional membership

Please list membership of any professional bodies, professional qualification or other issues