

## FIRSTNAME LASTNAME

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## PROFILE

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This section could include some information about your background. Then you could outline your current status and skills. Then you could provide some information about what you hope to do in the future.

## SKILLS

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List the relevant technical and creative skills you have.  
Include details of the software/hardware you can use.

## EMPLOYMENT (Graduates could list education before employment)

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(Most recent first)

From - To Dates: *Job Title*

### **Company Name**

List some basic info about the job/projects worked on/skills acquired or used.

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From - To Dates: *Job Title*

### **Company Name**

List some basic info about the job/projects worked on/skills acquired or used.

## EDUCATION

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(Most recent first)

From - To Dates: *Type of Course - Course Title - Grades (if applicable)*

College/University/School/Establishment Name

Include some basic details about the course/skills acquired.

From - To Dates: *Type of Course - Course Title - Grades (if applicable)*

College/University/School/Establishment Name

Include some basic details about the course/skills acquired.

## INTERESTS

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Include some information about your interests here. Not too much detail, just some basics, particularly things that are relevant or related to the work you do.

## REFEREES

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You can give contact details of previous employers or write 'Available on request'.