

First Name LAST NAME

Desired position or professional title

Address Street, Postcode City, Country
Phone +00 123 456 789
Email you@email.com
Date of birth DD/MM/YYYY
Nationality Your nationality
LinkedIn / website linkedin.com/in/yourname

Photo
35 x 45 mm

PROFILE

Results-driven professional with 6+ years of experience in [your field]. Known for [key strength] and a track record of [measurable achievement]. Looking to bring [top skills] to a [type of role] at [type of company].

WORK EXPERIENCE

03/2021 – Present

Position / job title

Employer name · City, Country

- Led [project or responsibility], delivering [measurable result, e.g. 20% revenue growth]
- Managed [team, budget or process] and improved [metric] by [number]
- Introduced [initiative or tool] now used by [number] customers or colleagues
- Main tools, clients or sectors you worked with

09/2018 – 02/2021

Position / job title

Employer name · City, Country

- Led [project or responsibility], delivering [measurable result, e.g. 20% revenue growth]
- Managed [team, budget or process] and improved [metric] by [number]
- Introduced [initiative or tool] now used by [number] customers or colleagues
- Main tools, clients or sectors you worked with

06/2016 – 08/2018

Position / job title

Employer name · City, Country

- Led [project or responsibility], delivering [measurable result, e.g. 20% revenue growth]
- Managed [team, budget or process] and improved [metric] by [number]
- Introduced [initiative or tool] now used by [number] customers or colleagues
- Main tools, clients or sectors you worked with

EDUCATION AND TRAINING

2014 – 2016 Master's degree in [subject]
University name · City, Country
Main subjects, thesis title or final grade

2011 – 2014 Bachelor's degree in [subject]
University name · City, Country
Main subjects, exchange semester or honours

LANGUAGE SKILLS

Mother tongue(s) Your native language

Language	Listening	Reading	Spoken interaction	Spoken production	Writing
English	C1	C1	C1	C1	C1
German	B2	B2	B2	B2	B2

Levels: A1/A2 basic user · B1/B2 independent user · C1/C2 proficient user (Common European Framework of Reference for Languages)

DIGITAL SKILLS

Microsoft Office · Google Workspace · [software] · [programming language] · [design or data tools]

DRIVING LICENCE

Category B

CERTIFICATES AND AWARDS

Certificate name, issuing body, year
Award name, year

HOBBIES AND INTERESTS

Volunteering, sports, music or other interests relevant to you

References available on request.