

This is just a CV guide, make sure you personalise it to make it true to you. At this stage your CV will probably only be 1 side of A4, maximum 2 sides

Name in bold

Insert your address here:

Frimley,
Surrey
GU16 8PY

E-mail: **insert email here make sure it is a sensible email address or you could just use your school email**

Contact Number:

Personal profile

Include here a short paragraph that provides a general overview of you as a person, what you enjoy doing and areas that you are interested in and why they are of interest to you;

Hard working, self-motivated, sporty and caring student interested in child and sport development. Enjoy meeting new people and working in a group, sensitive to the needs of other team members. Enjoy learning; favourite subjects include English, Biology, German and Art. Interested in gaining work experience in the sports development or in a school and nursery to learn more about the different stages of child development.

Key skills and achievements

- Any language skills to include? Eg, speaks two different languages fluently – English and German
- Received any awards at school?
- Participated in any competitions?
- Any sporting achievements?
- Any musical / drama based achievements?

Qualifications and training

September 2016-present Tomlinscote School and Sixth Form College

GCSES Studying:

- List all of them here, include predicted grade **if you want to, do not have to at this stage** (or insert achieved grade if already completed eg core science)

Employment Experience

Have you done any voluntary work? Have you ever done babysitting? Or a paper round, Coaching or mentoring of students in lower school? Include details here

Hobbies and Interests

Insert you hobbies and interests here...if you've said in your personal profile that you are a sporty person for example, you should back it up with examples here. Member of x Team

References Available upon request