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|  |
| **Europass****Curriculum Vitae** |  Insert photograph. Remove heading if not relevant (see instructions) |
|  |  |
| **Personal information** |  |
| First name(s) / Surname(s)  | **First name(s) Surname(s)** (remove if not relevant, see instructions) |
| Address(es) | House number, street name, postcode, city, country (remove if not relevant, see instructions) |
| Telephone(s) | (remove if not relevant, see instructions) | Mobile: | (remove if not relevant, see instructions) |
| Fax(es) | (remove if not relevant, see instructions) |
| E-mail | (remove if not relevant, see instructions) |
|  |  |
| Nationality | (remove if not relevant, see instructions) |
|  |  |
| Date of birth | (remove if not relevant, see instructions) |
|  |  |
| Gender | (remove if not relevant, see instructions) |
|  |  |
| **Desired employment / Occupational field** | **(remove if not relevant, see instructions)** |
|  |  |
| **Work experience** |  |
|  |  |
| Dates | Add separate entries for each relevant post occupied, starting from the most recent. (remove if not relevant, see instructions)  |
| Occupation or position held |  |
| Main activities and responsibilities |  |
| Name and address of employer |  |
| Type of business or sector |  |
|  |  |
| **Education and training** |  |
|  |  |
| Dates | Add separate entries for each relevant course you have completed, starting from the most recent. (remove if not relevant, see instructions)  |
| Title of qualification awarded |  |
| Principal subjects/occupational skills covered |  |
| Name and type of organisation providing education and training |  |
| Level in national or international classification | (remove if not relevant, see instructions) |
|  |  |
| **Personal skills and competences** |  |
|  |  |
| Mother tongue(s) | **Specify mother tongue** (if relevant add other mother tongue(s), see instructions) |
|  |  |
| Other language(s) |  |
| Self-assessment |  | **Understanding** | **Speaking** | **Writing** |
| *European level (\*)* |  | Listening | Reading | Spoken interaction | Spoken production |  |
| **Language** |  |  |  |  |  |  |  |  |  |  |  |
| **Language** |  |  |  |  |  |  |  |  |  |  |  |
|  | *(\*)* [*Common European Framework of Reference for Languages*](http://europass.cedefop.europa.eu/LanguageSelfAssessmentGrid/en) |
|  |  |
| Social skills and competences | Replace this text by a description of these competences and indicate where they were acquired. (Remove if not relevant, see instructions) |
|  |  |
| Organisational skills and competences | Replace this text by a description of these competences and indicate where they were acquired. (Remove if not relevant, see instructions) |
|  |  |
| Technical skills and competences | Replace this text by a description of these competences and indicate where they were acquired. (Remove if not relevant, see instructions) |
|  |  |
| Computer skills and competences | Replace this text by a description of these competences and indicate where they were acquired. (Remove if not relevant, see instructions) |
|  |  |
| Artistic skills and competences | Replace this text by a description of these competences and indicate where they were acquired. (Remove if not relevant, see instructions) |
|  |  |
| Other skills and competences | Replace this text by a description of these competences and indicate where they were acquired. (Remove if not relevant, see instructions) |
|  |  |
| Driving licence | State here whether you hold a driving licence and if so for which categories of vehicle. (Remove if not relevant, see instructions) |
|  |  |
| **Additional information** | Include here any other information that may be relevant, for example contact persons, references, etc. (Remove heading if not relevant, see instructions) |
|  |  |
| **Annexes** | List any items attached. (Remove heading if not relevant, see instructions) |

MOTIVATIONAL LETTER

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_\_\_ Signature

 (Place, date)

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