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| **Europass**  **Curriculum Vitae** | | Insert photograph. Remove heading if not relevant (see instructions) | | | | | | | | | | | | |
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| **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) | | | | | | | | | | | | |
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| Date of birth | | (remove if not relevant, see instructions) | | | | | | | | | | | | |
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| Gender | | (remove if not relevant, see instructions) | | | | | | | | | | | | |
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| **Desired employment / Occupational field** | | **(remove if not relevant, see instructions)** | | | | | | | | | | | | |
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| **Work experience** | |  | | | | | | | | | | | | |
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| 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 | |  | | | | | | | | | | | | |
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| **Education and training** | |  | | | | | | | | | | | | |
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| 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) | | | | | | | | | | | | |
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| **Personal skills and competences** | |  | | | | | | | | | | | | |
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| 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) | | | | | | | | | | | | |
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| 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) | | | | | | | | | | | | |
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| 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) | | | | | | | | | | | | |
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| 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) | | | | | | | | | | | | |
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| 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) | | | | | | | | | | | | |
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| 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) | | | | | | | | | | | | |
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| 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) | | | | | | | | | | | | |
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| Driving licence | | State here whether you hold a driving licence and if so for which categories of vehicle. (Remove if not relevant, see instructions) | | | | | | | | | | | | |
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| **Additional information** | | Include here any other information that may be relevant, for example contact persons, references, etc. (Remove heading if not relevant, see instructions) | | | | | | | | | | | | |
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| **Annexes** | | List any items attached. (Remove heading if not relevant, see instructions) | | | | | | | | | | | | |

MOTIVATIONAL LETTER

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

(Place, date)

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