



Add a photo
(right mouse click - change picture)
or delete the image

[FIRST NAME LAST NAME]

[Job title (if any)]

GENERAL

Address

[Street]

[City]

Phone number

[xxxx xx xx xx]

Email address

[name@email.com]

LinkedIn URL

[name.linkedin.com]

[Briefly tell something about yourself: what kind of person are you, what are your strengths, what are you looking for in a job, what do you find important in your career (e.g. good collegial atmosphere, varied tasks ...). Best to mention your hobbies in your motivation letter.]

EXPERIENCE

(Order from most to least recent experience)

- [JOB TITLE AT COMPANY – FROM MONTH YEAR TO MONTH YEAR]

[Responsibilities and tasks: Give an overview of your responsibilities and tasks during this job. Highlight projects that you completed successfully. Begin with what is relevant for this job vacancy.]

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EDUCATION

(Order from most to least recent education)

- [MASTER PROGRAMME (GRADUATED IN YEAR)]
 - [BACHELOR PROGRAMME (GRADUATED IN YEAR)]
 - [..... (GRADUATED IN YEAR)]
-

ADDITIONAL COURSES

(Order from most to least recent education)

[Include extra training courses, training courses, courses ... relevant to the job vacancy.
E.g. Excel, soft skills, VAT seminars, ...]

SOFTWARE KNOWLEDGE

- SAP
 - Microsoft Office
 - [Software package]
 - [Software package]
-

LANGUAGE KNOWLEDGE

(Fill in the degree to which you master the language: NATIVE, BASIC or PROFICIENT)

- Dutch – NATIVE – BASIC – PROFICIENT
- French – NATIVE – BASIC – PROFICIENT
- English – NATIVE – BASIC – PROFICIENT
- ... – NATIVE – BASIC – PROFICIENT