**Curriculum Vitae Template**

**Name**

**Contact Details (including current e-mail and phone number)**

**Personal Statement**

*A SHORT statement about you. What are you interested in? What are your key skills?*

**Education**

*Include the school name, subjects studied and grades. Put the year of your exams to show which year you gained it.*

**Employment and Work Experience**

*If you have had a PT job make sure to note this in this section.*

*If you don’t have a PT job, what have you done in school that you can show off?*

**Key Skills**

*Are you a computer wizard? Are you a pro at prioritising and time management? Show it off here.*

**Hobbies and Interests**

*Write about some of your hobbies and interests out with school and work.*