(Add in your full name here)

Address: (add in your current postal address and postcode here)

Telephone: (include your mobile number you can be contacted on)

Email: (add in your contact email address)

Profile

*This is the section which is going to grab our attention.. Write a short and snappy statement, showing us your experience and transferable skills and how it aligns to the role. Focus on what skills and expertise you have gained throughout your previous jobs and what you enjoy doing*.

Career History

**In this section, tell us briefly about your previous roles, what you did in them and highlight any key achievements or skills.**

**Remember to include what your job title was, the company name you worked for, the location of the role and dates when you worked in this role, like below**

**Company name**

**Job title**

**From date – end date**

**Qualifications**

In this section, you’ll want to include a list of any relevant professional training courses or qualifications that you’ve completed in previous roles such as:

* Health and safety
* Manual handling
* Job Related qualifications (NVQ’s)

Education

*Add in your education history here; starting with the most recent and include the dates and qualifications you gained;*

Interests

*Whilst it’s important to provide us with information about your previous roles, experience, skills and qualifications, we also want to know about you!*

*In this section tell us about what you like to do in your spare time, any hobbies or interests you might have and what you like to do outside of work.*