

**FULL NAME (AS PER PASSPORT)**

**PERSONAL PROFILE**

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| Write a brief synopsis of yourself, in third person form to showcase to future employers |

**CANDIDATE DETAILS** (Use ✓ where needed)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Work Experience** | **Teacher** | | | | **Middle Manager** | | **Senior Manager** | | **Total Experience** |
| **Years + Months** |  | | | |  | |  | |  |
| **Date of Birth** |  | | | | | **Nationality** | |  | |
| **Age** |  | | | | | **Marital Status** | |  | |
| **Spouse Coming (if married)** | **Yes** |  | **No** |  | | **Spouse Occupation** | |  | |
| **Children Coming (<18)** | **Yes** |  | **No** |  | | **Details - Gender & Age** | |  | |
| **Pets Coming** | **Yes** |  | **No** |  | | **Details** | |  | |
| **Current Location** |  | | | | | **Availability/Notice Period** | |  | |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Contact Details** | | | | | |  | |
| **Contact Email** | | **Contact Tel** | | **WhatsApp** | | **WeChat** | |
|  | | **+** | | **+** | |  | |
| **Skype** | **MS Teams** | | **Google Meet** | | **LinkedIn** | | **Facebook** |
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**EDUCATION HISTORY** (Most recent at the top)

|  |  |
| --- | --- |
| **University Name - District, Country** | **MM/YYYY - MM/YYYY** |
| Full Course Title (Subject Specialism) – Grade Outcome | Full Time/Part Time – In-Person/Online |

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| --- | --- |
| **University Name - District, Country** | **MM/YYYY - MM/YYYY** |
| Full Course Title (Subject Specialism) – Grade Outcome | Full Time/Part Time – In-Person/Online |

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| **University Name - District, Country** | **MM/YYYY - MM/YYYY** |
| Full Course Title (Subject Specialism) – Grade Outcome | Full Time/Part Time – In-Person/Online |

**EMPLOYMENT HISTORY** (Most recent at the top)

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| --- | --- | --- |
| **Employer Name - Country** | | **MM/YYYY - MM/YYYY** |
|  | |  |
| **Job Title** |  | Full Time/Part Time – In-Person/Online |
| **Responsibilities and Achievements:** | | |
| * List as many responsibilities as possible highlighting the key points in bold. * The more detailed points you can add the better * Avoid writing paragraphs | | |
| **Reason for Leaving** |  | |

|  |  |  |
| --- | --- | --- |
| **Employer Name - Country** | | **MM/YYYY - MM/YYYY** |
|  | |  |
| **Job Title** |  | Full Time/Part Time – In-Person/Online |
| **Responsibilities and Achievements:** | | |
| * List as many responsibilities as possible highlighting the key points in bold. * The more detailed points you can add the better * Avoid writing paragraphs | | |
| **Reason for Leaving** |  | |

|  |  |  |
| --- | --- | --- |
| **Employer Name - Country** | | **MM/YYYY - MM/YYYY** |
|  | |  |
| **Job Title** |  | Full Time/Part Time – In-Person/Online |
| **Responsibilities and Achievements:** | | |
| * List as many responsibilities as possible highlighting the key points in bold. * The more detailed points you can add the better * Avoid writing paragraphs | | |
| **Reason for Leaving** |  | |

|  |  |  |
| --- | --- | --- |
| **Employer Name - Country** | | **MM/YYYY - MM/YYYY** |
|  | |  |
| **Job Title** |  | Full Time/Part Time – In-Person/Online |
| **Responsibilities and Achievements:** | | |
| * List as many responsibilities as possible highlighting the key points in bold. * The more detailed points you can add the better * Avoid writing paragraphs | | |
| **Reason for Leaving** |  | |

|  |  |  |
| --- | --- | --- |
| **Employer Name - Country** | | **MM/YYYY - MM/YYYY** |
|  | |  |
| **Job Title** |  | Full Time/Part Time – In-Person/Online |
| **Responsibilities and Achievements:** | | |
| * List as many responsibilities as possible highlighting the key points in bold. * The more detailed points you can add the better * Avoid writing paragraphs | | |
| **Reason for Leaving** |  | |

**LANGUAGES** (Use ✓ where needed)

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| --- | --- | --- | --- | --- | --- | --- |
| **Language** | **Native** | **Near Native** | **Fluently** | **Intermediate** | **Conversational** | **Basic** |
| English |  |  |  |  |  |  |
| Language Spoken |  |  |  |  |  |  |
| Language Spoken |  |  |  |  |  |  |

**HOBBIES & INTERESTS**

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| * List hobbies and interest that would ADD VALUE to the employer |
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