**Curriculum Vitae**

|  |  |  |  |
| --- | --- | --- | --- |
| **NAME** | *First* | *Middle* | *Last* |
|  |  |  |

**PROFILE: (** *Describe Yourself* **)**

**PERSONAL INFORMATION:**

|  |  |
| --- | --- |
| **Gender** |  |
| **Date of Birth** |  |
| **Permanent Address** |  |
| **Temporary Address** |  |
| **Father’s Name** |  |
| **Mother’s Name** |  |
| **Marital Status** |  |
| **Nationality** |  |
| **Religion** |  |
| **Blood Group** |  |
| **Passport Number** |  |
| **Passport Validity Date** |  |
| **Height** |  |
| **Weight** |  |
| **Hobbies** |  |

**APPLICATION DETAILS:**

|  |  |
| --- | --- |
| **Job Category:** |  |
| **Department:** |  |
| **Availability Date:** |  |
| **Desired Program Duration:** |  |

**WORKING EXPERIENCE AND TRAININGS:** *( Start with Latest experience)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Company & Location** | **Category** | **Position** | **Year** | |
| From | To |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**ACADEMIC/EDUCATION:** *( Start with highest degree )*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Degree/ Qualifications** | **School/ College** | **Year** | | **Division** |
| **From** | **To** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**ACHEIVEMENTS & SKILLS:**

**LANGUAGE PROFECIENCY:** *( Use bullets to mark )*

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Language Known** | **Spoken** | | | | **Written** | | | | **Understanding** | | | |
| **Native** | **Best** | **Good** | **Fair** | **Native** | **Best** | **Good** | **Fair** | **Native** | **Best** | **Good** | **Fair** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

**REFERENCES:** Will be provided upon request

*Full Body Photo*