full name, address, date of birth, e-mail

	Write a few sentences about yourself.
current class	English teacher
WORK EXPERIENCE:	
company, location	when to when (month/ year – month/ year)
job position	
•	
•	
•	
	describe your tasks
company, location	when to when (month/ year – month/ year)
job position	
•	
•	
•	describe your tasks
EDUCATION:	
school name, location	when to when (month/ year – month/ year)
graduation	
•	focus
	]/ocus
school name, location	when to when (month/ year – month/ year)
araduation	
graduation •	
	focus

## **FURTHER EDUCATION:**

Institution name, location	when to when (month/ year – month/ year)
graduation/ course name	
•	
•	
	content of course

## **ADDITIONAL SKILLS:**

Languages:		IT-Skills:	
Englisch		Microsoft Word	
•		•	
•		•	
language	skill level	program	skill level

## **PRIVATE INTERESTS AND ENGAGEMENTS:**

## ALLERGIES AND OTHER THINGS WE HAVE TO KNOW ABOUT (EXAMPLE: DISEASES)