

Curriculum Vitae
of
Full Name

www.facebook.com/HamCareerService

Personal Information

Name Your Full Name
Preferred Name Nickname
Date of Birth 30 November 1983
Age 30
Nationality Namibian
(work permit/visa presentable on request, if non- Namibian)
Contact Number 081 284 9167
Email fullname@gmail.com



Educational History

2003-2004 College/University Name
Study Course Name of Study Course
Highest Qualification Qualification/diploma/degree

2001-2002 School Name
Highest Qualification HIGCSE

1991-2000 School Name
Highest Qualification Highest achieved.

Employment History

2010-Present Employer Name
Position Position title
Responsibilities List of responsibilities 1 Paragraph maximum. Example: Filing of Critical documents, organising of meetings between executives, writing summons letters, reporting on budgets.
Reference Name and Phone number, as well as position of a reference at this position

2009-2010 Employer Name
Position Position title
Responsibilities List of responsibilities 1 Paragraph maximum
Reference Name and Phone number, as well as position of a reference at this position

2005-2009 Employer Name
Position Position title
Responsibilities List of responsibilities 1 Paragraph maximum.
Reference Name and Phone number, as well as position of a reference at this position

Skills and Achievements

Linguistic skills

Language	Read	Write	Speak
English	Excellent	Excellent	Excellent
Afrikaans	Excellent	Good	Excellent

Achievements

- 2012 - Voted "Most helpful" by the people at Job X
- 2001 - Elected head boy at School

Strengths

- Socially comfortable, good communication skills

Weaknesses

- Insecure about my skill set, not good under pressure

Interests

-