

## Curriculum Vitae / Resume

Name  
Current Address  
Phone (Home)  
Phone (Cell)  
Email



- Clear picture (not blurry)
- Ideally in business-casual attire
- Smile!

### PROFILE (SUMMARY)

A short overview of your experience and how you hope to utilize this in the progression of your career. The type of position you are looking for and why this interest you.

### PROFESSIONAL EXPERIENCE

March 2016 - Present

**Company Name/Clients Name**, City, Country

Job Title (ex. House Manager)

Short description (or bullet form) about your role and outline your responsibilities.

Make sure to include as much information as possible on the positions **relevant** to your chosen position.

- your responsibilities
  - your responsibilities
- Reason for leaving or considering leaving**

April 2012 – January 2016

**Company Name/Clients Name**, City, Country

Job Title (ex. House Manager)

Short description (or bullet form) about your role and outlines your responsibilities.

Make sure to include as much information as possible on the positions **relevant** to your chosen position.

- your responsibilities
  - your responsibilities
- Reason for leaving**

### EDUCATION AND TRAINING

2008 - 2011

**Establishment** (ex. Concordia University), City, Country

Degrees / Diploma / Not completed

2006

**Establishment** (ex. Sommelier Pro), City, Country

Degrees / Diploma / Not completed

Details of courses and duration. (ex. 40 hours intensive course on wines, discovery of the most famous region, service techniques, etc.

### HOBBIES

A few lines pointing out your hobbies and interests.