International Black Sea University CV Template



|  |  |
| --- | --- |
| **PERSONAL INFORMATION** | Name Surname |
|  |
|  |  Address :  Replace with House number, Streets name, city, post code, country  |
| Phones : Replace with Mobile and Home telephone number   |
|  E-mail address  |
| Social Media :   |
|  Gender : Date of birth :dd/mm/yyyy  Nationality: Enter nationality  |

|  |
| --- |
| Job Applied For |
| JOB APPLIED FOR POSITION |  |
| PREFERRED JOB |  |

|  |
| --- |
| **Work Experience** |
| **Position & Company Name** | **Key responsibilities and achievements** | **Years** |
| Marketing Director | Managing 4 people. | 2015 - date |
| Marketing Manager | Startup business.Managing 2 people. | 2011 – 2014 |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

|  |
| --- |
| Education and Training |
| **Qualification** | **Institution** | **Years** |
| Degree, Upper Second Class Honor’s | My University, Nottingham | 2004 - 2007 |
| Another qualification | My College, Leeds | 2001 – 2004 |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Personal Skills |  |
| **Mother tongues** |  |  |
|  | **Understanding** | **Speaking** | **Writing** |
|  | **Listening** | **Reading** | **Spoken interaction** | **Spoken Production** |  |
| **Replace with Language** | Enter level | Enter level | Enter level | Enter level | Enter level |
| **Replace with Language** | Enter level | Enter level | Enter level | Enter level | Enter level |
| **Replace with Language** | Enter level | Enter level | Enter level | Enter level | Enter level |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |
| --- |
| **Skills** |
| **Skill** | **Proficiency level** |
| Marketing – CIM certified  | Expert |
| Software Developer | Expert |
| HTML / PHP / CSS | Intermediate |
| Microsoft Word /Excel /Power point | Intermediate |
|  |  |
|  |  |
|  |  |
|  |  |

|  |
| --- |
| Hobbies and interests |
| Cycling, going to the gym, boxing and painting. |
|  |
|  |
|  |
|  |

|  |
| --- |
| References |
| Available on request. |
|  |
|  |
|  |

Developed by: [International Black Sea University](https://www.ibsu.edu.ge) IT-EIS & Library Systems