**CURRICULUM VITAE**

**OF**

**{NAME AND SURNAME}**

**PERSONAL DETAILS**

|  |  |  |
| --- | --- | --- |
| **Surname****71 Villiers Road | Walmer | Port Elizabeth | 6070****Telephone: 041 581 3564 | Facsimile: 086 616 2657 | Email: admin@headhunt.co.za | Web: www.headhunt.co.za** | : |  |
| **First Names** | : |  |
| **Known as** | : |  |
| **Gender** | : |  |
| **Nationality**  | : |  |
| **Identity Number** | : |  |
| **Physical Address** | : |  |
| **Contact Details** | : |  |
| **Languages** | : |  |
| **Driver's Licence** | : |  |
| **Own Car**  | : |  |

**SECONDARY EDUCATION**

|  |  |
| --- | --- |
| **High School Attended** : |  |
|  |  |
| **Standard Passed** : |  |
|  |  |
| **Year** : |  |
|  |  |
| **Subjects** : |  |
|  |  |

**TERTIARY EDUCATION**

|  |  |
| --- | --- |
| **Institution Attended** : |  |
|  |  |
| **Qualification**  : |  |
|  |  |
| **Years** : |  |
|  |  |
| **Status** : |  |
|  |  |

**COURSES**

|  |  |
| --- | --- |
| **Additional Courses** : |   |

**COMPUTER SKILLS**

|  |  |
| --- | --- |
| **Computer Packages** : |   |

**WORK EXPERIENCE**

|  |  |
| --- | --- |
| **Company** : |  |
|  |  |
| **Position** : |  |
|  |  |
| **Period Employed** : |  |
|  |  |
| **Reason for wanting to leave**  : |  |
|  |
| **Duties** |
|  |
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| --- | --- |
| **Company** : |  |
|  |  |
| **Position** : |  |
|  |  |
| **Period Employed** : |  |
|  |  |
| **Reason for Leaving**  : |  |
|  |
| **Duties** |
|  |
|  |

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| --- | --- |
| **Company** : |  |
|  |  |
| **Position** : |  |
|  |  |
| **Period Employed** : |  |
|  |  |
| **Reason for Leaving**  : |  |
|  |
| **Duties** |
|  |
|  |

**REFERENCES**

|  |  |
| --- | --- |
| **Company** : |  |
|  |  |
| **Contact Person** : |  |
|  |  |
| **Position** : |  |
|  |  |
| **Contact Details** : |  |

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| --- | --- |
| **Company** : |  |
|  |  |
| **Contact Person** : |  |
|  |  |
| **Position** : |  |
|  |  |
| **Contact Details** : |  |

|  |  |
| --- | --- |
| **Company** : |  |
|  |  |
| **Contact Person** : |  |
|  |  |
| **Position** : |  |
|  |  |
| **Contact Details** : |  |