Full NAME

Email: - Mobile Number: 07753xxxxxx

Full Address: Gipton Wood Avenue, Leeds LS8 4xx

**PERSONAL STATEMENT**

Example (Summarise yourself in 3-4 lines): Currently, I am looking for a weekend or a holiday job whilst studying for my GCSEs. I have good personal skills and……I am sporty and a team player, as I play football for my local team. In the future, I would like to work as a chef because……………

**SKILLS**

* Teamwork
* Good personal skills/ Communication skills
* Good written skills
* Good numeracy skills
* Good fitness
* Anymore?

Maybe give an example for the above

WORK EXPERIENCE

Waitress– Summer 2016

##### Café Nero, Leeds

##### I wash dishes and I……………….

PROJECTS

Art – September 2016 to present

##### Mount St Mary’s School

##### Leeds

##### For Art GCSE I have been working on a lino cutting project and……

Full NAME

**EDUCATION**

**GCSEs, September 2013 – June 2018**

Mount St Mary’s School,

Leeds

Predicted

|  |  |
| --- | --- |
| **Subject** | **Grade Number and Letter e.g. 6 (B)** |
| English | 7 (A) |
| Mathematics |  |
| Chemistry |  |
| Biology |  |
| Physics |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**PERSONAL INTEREST**

In my spare time, I …..

**Choose 2 references**

**Not family members**

**Give emails and phone numbers**

**ASK PERMISSION BEFORE YOU WRITE DOWN SOMEONE AS A REFERENCE**

**REFERENCES**

Mrs fijpjergpjrg Manager at Café Nero

078xxxxxxxxx email:

**Head of Year of form tutor**

Ellerby Rd, Leeds

LS9 8LA

0113 245 5248

EMAIL