

# Curriculum Vitae

I am an enthusiastic, self-motivated student. I strive for the best in all that I do.

**(My Name here)**

## Personal Details

**Name:** (My name)  
**Address:** (My address), Celbridge, Co. Kildare  
**Date of Birth:** 1/1/1995  
**Nationality:** Irish  
**Telephone No:** 087xxxxxxx  
**E-mail Address:** abcd@gmail.com

## Education

**Primary School:** St Mary's Primary School,  
(20xx – 20xx) Runner Road,  
Celbridge,  
Co Kildare

**Post Primary:** St Patrick's Secondary School,  
(20xx – 20xx) Runner Road,  
Celbridge,  
Co. Kildare  
Ireland

## **Examinations:**

***Junior Certificate 20010***

***Leaving Certificate 2012***

<i>Subject</i>	<i>Level</i>	<i>Grade</i>	<i>Subject</i>	<i>Level</i>	<i>Grade</i>
English	H	X	English	H	
Maths	H	X	Irish	H	
French	H	X	Business	H	
Art	H	X	French	O	
Geography	H	X	Mathematics	O	
Home Economics	H	X	Link Modules	C	
Business Studies	O	X	Art	O	
C.S.P.E	C	X			

**Work Experience:**

Job Title: Sales Advisor.  
Date: June 2007 - Present  
Employer: Fancy Boutique  
Town Shopping Centre,  
Celbridge  
Ms XXXXXX (Manager)

**Duties:**

- Tidying up the stock and clean the shop floor,
- Assist customers and operate checkout tills
- Answer the phone,
- Take in deliveries and carry out merchandising.

**About Me:**

I am an outgoing person, I love meeting new people and learning new things. I consider myself to be a people person.

I am very determined and when I put my mind to something I give it 100 percent effort. I love a challenge. If I don't succeed I do not let it get me down.

**Interests and Hobbies:**

- I love to sing and listen to music. I am interested in all types of music from Jazz to Dance.
- I like to meet new people and explore new cultures and different ways of life.

**Achievements:**

- Head Girl, St Patrick's School, Celbridge 2002 - 2003
- Chairperson, St Patrick's School Student Council 2007 - 2008
- I received the N.U.I. Maynooth 3rd Year Special Award for Mathematics.
- I have been awarded many Full Attendance Awards at school and I am also Lead Soloist in my school choir.

**Referees:**

Mr Michael Burns (Principal)  
St Patrick's School  
Runner Road,  
Celbridge

Ms Aoife Heaven (Manager)  
Fancy Boutique  
Town Shopping Centre  
Celbridge

Tel: 01-1234567

Tel: 01-8901234

Thank you very much for taking the time to read my C.V. I look forward to hearing from you.

Signed: \_\_\_\_\_

(My name here)

Date: \_\_\_\_\_