

Sample CV 1**Curriculum Vitae****Personal Details**

Name	Tanya Kirova
Address	27 Farmleigh Avenue Clonsilla Dublin 15
Telephone	01-8234567 087-1324356
Date of Birth	15 April 1977
Nationality	Bulgarian
Status	Full residency and work permit for the Republic of Ireland

Education

Secondary School 1990-1994	Secondary High School Sofia
Examinations taken	Leaving Certificate Equivalent Subjects: Bulgarian Mathematics Technology Russian Biology
Third Level 1994-1996	College of Catering Sofia
Qualifications	Chef

Further Training

March- July 2005

FÁS Sponsored Course

Course Taken

English

English for Industry and IT

City & Guilds Level 2

Computer Applications
Microsoft Word, Excel, Access

FETAC Level 1

Employment

1996 1997

The Royal Hotel
Sofia

Position in Company

Assistant Junior Chef

Additional SkillsFluent German
Typing 35 wpm
Full Irish Drivers Licence**Hobbies/ Interests**

Music, Swimming, Reading, Cooking

Referees(title,name, position, name of company/organisation, address and telephone number
of no more than two referees)***Example***Mr Kevin Black
English Teacher
Shanowen College of Further Education
Dublin 9

Tel: 01-4567891

SAMPLE CV 2**Curriculum Vitae****Personal Details**

Name	Oksana Vlasova
Address	140 Weatherfield Grove Weatherfield Dublin 19
Telephone	01-3564655 086-1357910
Date of Birth	19 February 1972
Nationality	Russian

Education

2006	ECDL FÁS Training Centre Dundrum Dublin 14
2005- 2006	English Language FETAC Level 4 Integrate Ireland Language & Training 26 Pembroke Road, Dublin 4
1995-1996	Teaching Diploma Saratov State University
1990-1995	Degree in Science (Biology, Chemistry) Saratov State University Russia
1977-1990	Primary & Secondary School

Work Experience

1997-2000

Secondary Teacher
Chemistry, Mathematics

Additional Skills

Languages: Russian, German, English
Full Driver's Licence,
Computer Skills (Word, Excel)

Hobbies

Basketball, Ice-skating, Reading, Art

Referees

(title, name, position, name of company/organisation, address and telephone number of no more than two referees)

Example

Mr Kevin Black
English Teacher
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