**RESUME**

|  |
| --- |
| **CONTACT INFORMATION** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| First name, Last name, Father’s name |  |  | | | | |
|  |  |  | | | | |
| Date of birth |  |  |  | Age |  |  |
|  |  |  | | | | |
| Address |  |  | | | | |
|  |  |  | | | | |
| E-mail |  |  | | | | |
|  |  |  | | | | |
| Phone number |  |  | | | | |
|  |  |  | | | | |

|  |
| --- |
| **DESIRED POSITION AND SALARY** |

|  |  |  |
| --- | --- | --- |
| Desired position |  |  |
|  |  |  |
| Expected salary |  |  |

|  |
| --- |
| **EDUCATION** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name of educational institution |  |  | | | | |
|  |  |  | | | | |
| Speciality |  |  | | | | |
|  |  |  | | | | |
| Form of education |  |  |  | Year of graduation |  |  |

|  |
| --- |
| **WORK EXPERIENCE**  *(indicate the last three jobs)* |

|  |  |  |
| --- | --- | --- |
| Period of Employment |  | from to |
|  |  |  |
| Company name |  |  |
|  |  |  |
| Position |  |  |
|  |  |  |
| Duties, achievements |  |  |

|  |  |  |
| --- | --- | --- |
| Period of Employment |  | from to |
|  |  |  |
| Company name |  |  |
|  |  |  |
| Position |  |  |
|  |  |  |
| Duties, achievements |  |  |

|  |  |  |
| --- | --- | --- |
| Period of Employment |  | from to |
|  |  |  |
| Company name |  |  |
|  |  |  |
| Position |  |  |
|  |  |  |
| Duties, achievements |  |  |

|  |  |  |
| --- | --- | --- |
| Additional information, key skills |  |  |