

Graduate				
Post-Graduate				

Professional Memberships/Qualifications _____

SKILLS:

Computer Literacy

Basic Intermediate Advanced

MS Word

MS Excel

MS PowerPoint

MS Outlook

Other: _____

Languages

English

Spanish

French

Other: _____

Notice Period to leave current position

1 month 3 months Other _____

FORMER EMPLOYERS

1

FROM _____ CURRENT EMPLOYER POSITION SALARY/BENEFITS

TO _____

REASON FOR LEAVING

MAIN DUTIES PERFORMED _____

SUPERVISOR'S NAME _____ PHONE NUMBER _____

2

FROM _____ PREVIOUS EMPLOYER POSITION

TO _____

REASON FOR LEAVING

MAIN DUTIES PERFORMED _____

SUPERVISOR'S NAME _____ PHONE NUMBER _____

FORMER EMPLOYERS CONTINUED

3	FROM _____	PREVIOUS EMPLOYER	POSITION
	TO _____	_____	_____
	REASON FOR LEAVING		

	MAIN DUTIES PERFORMED _____		

SUPERVISOR'S NAME _____		PHONE NUMBER _____	

4	FROM _____	PREVIOUS EMPLOYER	POSITION
	TO _____	_____	_____
	REASON FOR LEAVING		

	MAIN DUTIES PERFORMED _____		

SUPERVISOR'S NAME _____		PHONE NUMBER _____	