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(remove, if not applicable, see the instructions) Occupation or position held Main Activities and Responsibilities Name and address of employer Type of company or sector Training dates Add separate entries for each relevant course you have completed, starting from the most recent. (remove, if not applicable, see the instructions) Title of qualifications assigned to Majors/professional skills covered by Name and type of organisation, offering a level of education in national or international classification (remove if not applicable, see instructions) Personal skills and competences Native Language(s) Enter mother tongue (if applicable, add other mother tongue(s), see instructions) Other languages(s) Self-evaluation Understanding Speaking European level (*) Listening reading Spoken-interaction Spoken language of production language (*) Common European Frame of Reference for Language Social Skills and Competences Replace this text with a description of these competences and indicate where they are acquired. (If not appropriate, remove the instructions) Organizational skills and competencies Replace this text with a description of these competencies and indicate where they were acquired. (If not appropriate, remove the instructions) Computer skills and competences Replace this text with a description of these competencies and indicate where they were acquired. (If not appropriate, remove the instructions) Artistic skills and competences Replace this text with a description of these and indicates where they were acquired. (Remove if not see instructions) Other skills and competences Replace this text with a description of these competencies and indicate where they were acquired. Remove, if not applicable, see the instructions) Driver's license State here whether you are in possession of a driver's license, and if so for which categories of vehicles. Remove, if not applicable, see the guide) Further information Includes here all other information that may be relevant, such as (Remove heading if not applicable, see guide) You are looking for a job in the UK or job offers you are interested in are in English, you need to write a perfect CV for the occasion: the European curriculum model in English. Thanks to Europass resumes you will be sure to submit a full job application. This includes your personal information, your professional goals, your education, your work experience and other skills that may be of interest (Personal Skills). But don't forget the most important thing: Don't make mistakes in English spelling! Example of a European curriculum in English to be completed By writing a Europass curriculum in English, you ensure that you comply with European rules. Your RESUME will be perfect for any Anglo-Saxon speaking country. ☑ European cv template Try not to let any part of your CV complete. If you have work experience, fill in the Work Experience section. If you are just graduating and are looking for your first job opportunity delete this section and focus on your academic education. Was this page useful to you? SiNo curriculum vitae europass in English curriculum vitae in English Europass English The Europass CV is one of the best known CV formats in Europe. It is easy to use and familiar to employers and educational institutions. You must first create your Europass profile with information about your education, training, work experience and skills. Once you've completed your Europass profile, you can create as many CVs as you want with just a few clicks. Simply choose what information you want to include, choose your favorite design, and Europass will do the rest. You can create, save, and share CVs in 29 languages. You can download your Europass CV, store it in your Europass library and share it with employers with EURES or other job boards. As we've seen many times together before, making a good resume template is essential to having a chance to get a job. Writing a major resume is unfortunately not always a game, there are countless aspects to take into account: for what position are you a candidate, what kind of business is it? But not only that, we must also ask ourselves: are we applying for Italy or an increasingly globalized and mobile world that has a curriculum in English will suit us just in case: it can always happen that you are asked. But not only that: a curriculum in English is the first you need if you decide to move to England or also to other foreign countries where the English language is accepted and spoken by most of the population. If writing a good CV in Italian is difficult, let alone writing one in a foreign language that is not our first language! Let's see how we move forward together. The first idea that will have come to mind will definitely be to translate your curriculum vitae. It's definitely not a wrong idea, but if you don't chew English at least at C1 level we strongly advise against a DIY translation: in this case it's better to go safely and rely on the expert hands of a professional or a friend or familiar native speaker or who knows the language perfectly. Of course, translation must not be limited to being literal: with translation from other foreign languages it does not work in this way, only rarely can it be translated literally and correctly, most of the time it is better to understand the general meaning and adapt it to the new language, taking into account all the variables. Create your CV in English now How to write a curriculum vitae in English?Words is to ask! What kind of curriculum vitae is used in the UK? We cannot expect to simply translate a format that could be fine in Italy and send it to the UK. First of all, throw your Europass syllabus in the bin because it doesn't exist in the UK and would be looked at with suspicion. Secondly, it takes even more time and effort to write a curriculum in English than to create a curriculum in Italian, which is why it is very important to inquire about how it is appropriate to create a curriculum vitae in English. The first question is: what are the main differences between a curriculum in English and one for Italy? Structure and model of curriculum vitae in EnglishThis European curriculum, which is not welcome in the UK, we have the other models left. The differences with the Italian model are there and are many. Firstly, it concerns personal data. Under the Equality Act, personal data are not actually indispensable in curriculum vitae, as they can be discriminatory. It is therefore not necessary to enter your own forum, but also one's date of birth, one's gender, about one's marital status or family status. Therefore, if you write your CV in English, you can avoid entering this personal data and limit yourself to your name, contacts and residence address. Another feature of the CV in English is syntheticity. The CV must be short and synthetic. If this proposal is also valid in Italy and other countries, it is even more valid in the UK: English CV should be as short and accurate as possible because the time set aside for it is really limited. The choice of model is also extremely important: it must be able to highlight the candidate's qualities from the first glance. In this sense, there are many affinities to the Italian system: the model must relate to the characteristics of the candidate, for example, the identity of the candidate. It should also be recalled that a CV in the United Kingdom is not a CV unless it is accompanied by a cover letter. We have already told them about the cover letter, that is, the cover letter, where we present ourselves in more detail and talk about our skills. Example of a curriculum vitae in EnglishNow that we have seen what are the general rules for the preparation of a curriculum vitae in English, let's see together which sections should never be missing in an English curriculum. Given and given that some personal data is considered private and it is not necessary to provide them, other personal information is absolutely to be entered, let's see what they are. Personal information, so we name the section on personal data in English. In addition to name and surnames and contact information, it is very important to also enter your home. If you are looking for a job in England, it helps a lot to already have a home in the country, although for some skilled jobs and for some special situations it shouldn't be a problem to stay in another country yet. Another trick that helps a lot if you are looking for a job from Italy is to use an English sim to have more chances of being called back by phone for interviews. In any case, given that the rules on working and staying in the UK may change after Brexit, it is advisable to ask very well about it. Summary or personal statement, this is a short introductory paragraph that I can present to you professionally, and it is catchy, that is, that manages to catch the attention of those who read you already from first glance. In this summary you need to stick synthetic and give the right weight to every word because every word counts. In this summary counts the principle of less is more and must have the right length. This is the right section to make those who read you understand why you are the right candidate. Experience. This section follows the usual principles of any respectable curriculum vitae: it must include your work experience in reverse chronological order, including the name of the company you have worked for, your position and your main responsibilities. Don't forget to point out your results. The Education Department, that is, the section on education. You can decide whether to insert it before or after the section on In this section, enter your qualifications, even those in chronological order and your academic qualifications, according to the work you are applying for. Skills, skills. This section is very useful to include in the English curriculum: here you need to enter your skills and abilities, better if in accordance with the job offer that you are applying for, but even if they are not quite: after all, it is better to demonstrate a multifaceted and imaginative personality. You can also include your language skills in this section. If you want, you can also enter part of hobbies and interests, but it is not mandatory. References, this section, which is not mandatory in a CV for Italy, must instead be inserted absolutely into an English CV. There is no need to enter the contacts of your former employers, but their names and the information that can be contacted, of course on request and upon consent, are sufficient. Contacted.