# Name

Mobile number | email address

## **Personal Profile**

I am a Year 12 [college name] College student, about to start Year 13 in 2020. I am known as a hardworking student who manages her time well and is always punctual. I bring a positive attitude and I communicate clearly and confidently. A self-motivated person who readily takes the initiative, I am seeking a part-time summer holiday role in the Auckland city area.

## **School subjects and contributions**

* Maths, English, Science, etc…
* Sports or activities you participate in through school
* Any volunteer, community work as part of school curriculum
* Any cultural classes or exchanges etc
* Peer support or leadership roles

**Extracurricular Community Service:**

[Date] – list any activities you help with or volunteer in outside the school

## **Work experience**

**2019:** Created graphics for social media posts for family business. This involved using …

**2019:** Helped organise the school ball for Year 12, which involved…

**2018:** Babysitter for local family, children aged 10 and 7 (1 night per week on average).

Proficient on [list computer databases, applications you are comfortable with].

## **personal interests**

Dance, running, touch rugby, etc.

## **referee**

Name, position, mobile, email (1 or 2, not family members – could be a sports coach, school tutor, church leader).