

# YOUR NAME CV

House Number and Street, City/Town, County, Post Code  
07000 000 000 email@email.com

Date of Birth: 1 January 2000 Driving Licence: ?

## PERSONAL STATEMENT

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Introduce yourself, this is the first thing someone will read. Explain who you are, what you stand for, what you are offering and what you are looking for. It is important to briefly point out why you are suitable.

## EMPLOYMENT

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**Football Club, Town/City** **Date from - Date to**  
*Apprentice Footballer*

**Other** **Date from - Date to**  
*List any other employment or volunteering roles you have undertaken*

## ACHIEVEMENTS

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Describe your previous experiences/achievements and use this section as the opportunity to prove what skills you have by giving examples. Think about how these may link to the specific role that you are applying for.

## EDUCATION

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**Football Club, Town/City** **Date from - Date to**  
*BTEC Sporting Excellence and Performance (Level 3)*

- BTEC Extended Certificate/Diploma/Extended Diploma – Grade
- Certificate in Coaching (UEFA C) – Pass
- Functional Skills in Maths and/or English (if applicable)

**School, Town/City** **Date from - Date to**  
*GCSE:*

- Mathematics – Grade
- English – Grade
- Other Subjects – Grade

**Other** **Date from - Date to**  
*List any other education, training or qualifications you have undertaken.  
Consider any Life Skills sessions or training events you have attended.*

## HOBBIES AND INTERESTS

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It is becoming more common for recruiters to 'hire for personality and then train for skill'. This section allows you to add some personality to your CV and give reason for people to remember you or relate to you in a potential interview. What makes you different? And remember, only offer something here if it will help you because every word counts.

## REFERENCES

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**Name**  
*Organisation, Job Title – Mobile Number, Email Address*

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