**CV**

**I. Personal information: ⬢⬢⬢**

|  |  |  |
| --- | --- | --- |
| ***First name, Middle name, Last name*** |  | A place for a photo  |
| ***Date of birth:*** |  |
| ***Place of birth:*** |  |
| ***Sex:*** |  |
| ***Age:*** |  |
| ***Family status:***  |  |
| ***Citizenship:***  |  |
| ***\*Address of registration:*** |  |
| ***\*Address of residence:***  |  |
| ***Telephone number:***  |  |
| ***E-mail:***  |  |

\* fields to be filed out completely optional, you can only specify the city

**II. Desired position and expected salary: ⬢⬢⬢**

|  |  |
| --- | --- |
| ***Position:***  |  |
| ***Salary:***  |  |
| ***Employment:*** |  |
| ***Work schedule:*** |  |

**III. Education (basic)\*: ⬢⬢⬢**

|  |  |
| --- | --- |
| ***Period:*** |  |
| ***Educational institution:*** |  |
| ***Specialty:*** |  |
| ***Degree:***  |  |
| ***Form of education:***  |  |
|  |  |
| ***Period:*** |  |
| ***Educational institution:*** |  |
| ***Specialty:*** |  |
| ***Degree:***  |  |
| ***Form of education:***  |  |
|  |  |
| ***Period:*** |  |
| ***Educational institution:*** |  |
| ***Specialty:*** |  |
| ***Degree:***  |  |
| ***Form of education:***  |  |
|  |  |
| ***Et cetera\*\**** |  |

\* educational institutions (periods) are listed in ascending order

\*\* add missing lines, delete extra ones

**IV. Work experience\*: ⬢⬢⬢**

|  |  |
| --- | --- |
| ***Period:***  |  |
| ***Organization (country, city):*** |  |
| ***Activities of the organization:***  |  |
| ***Department (division):***  |  |
| ***Position:***  |  |
| ***Responsibilities:***  |  |
|  |  |
| ***Period:***  |  |
| ***Organization (country, city):*** |  |
| ***Activities of the organization:***  |  |
| ***Department (division):***  |  |
| ***Position:***  |  |
| ***Responsibilities:***  |  |
|  |  |
| ***Period:***  |  |
| ***Organization (country, city):*** |  |
| ***Activities of the organization:***  |  |
| ***Department (division):***  |  |
| ***Position:***  |  |
| ***Responsibilities:***  |  |
|  |  |
| ***Period:***  |  |
| ***Organization (country, city):*** |  |
| ***Activities of the organization:***  |  |
| ***Department (division):***  |  |
| ***Position:***  |  |
| ***Responsibilities:***  |  |
|  |  |
| ***Period:***  |  |
| ***Organization (country, city):*** |  |
| ***Activities of the organization:***  |  |
| ***Department (division):***  |  |
| ***Position:***  |  |
| ***Responsibilities:*** |  |
|  |  |
| ***Et cetera\*\**** |  |

\* organizations are listed in ascending order (by period)

\*\* add missing lines, delete extra ones

**V****. Additional education (courses, trainings,
professional development (PD))\*: ⬢⬢⬢**

|  |  |
| --- | --- |
| ***Period:*** |  |
| ***Educational institution:*** |  |
| ***Course name:*** |  |
| ***Specialty:*** |  |
|  |  |
| ***Period:*** |  |
| ***Educational institution:*** |  |
| ***Course name:*** |  |
| ***Specialty:*** |  |
|  |  |
| ***Et cetera\*\**** |  |

\* additional educational institutions are listed in ascending order (by periods)

\*\* add missing lines, delete extra ones

**VI.** **Level of language proficiency (excellent, good, satisfactory): ⬢⬢⬢**

| ***Languages:*** | ***Reading and understanding:*** | ***Speech comprehension and participation in conversation:*** | ***Writing:*** | ***Level by certificate:*** |
| --- | --- | --- | --- | --- |
| Uzbek  |  |  |  |  |
| Russian  |  |  |  |  |
| English  |  |  |  |  |
| and others\*\* |  |  |  |  |

\*\* add missing lines (languages)

**VII. Personal qualities, skills, hobbies: ⬢⬢⬢**

|  |  |
| --- | --- |
| ***Positive:***  |  |
| ***Negative:***  |  |
| ***Skills:***  |  |
| ***Hobbies:***  |  |

**VIII. Additional information: ⬢⬢⬢**

|  |  |
| --- | --- |
| ***Willingness to work on rotational basis:***  |  |
| ***Readiness for shift work mode:***  |  |
| ***Willingness to travel:***  |  |
| ***Driver’s license, category and experience:*** |  |
| ***Has been abroad:***  |  |
| ***Criminal record*** |  |

**IX. Date of filling out the resume: ⬢⬢⬢**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| “ |  | ” |  | 20 |  | y. |
| *day* | *month*  | *year* |