[Your name]

Personal statement

*This section is a brief introduction to who you are. You can write some of your achievements and your career aspirations here.*

A highly motivated and hardworking individual, who is working towards their **[insert most recent qualification]**. Seeking a work experience opportunity in **[insert favourite departments]** to build upon a keen scientific interest and start a career as a **[insert careers aspirations]**.

Eventual career goal is to become a **[insert goal here]**

Key Skills

* *Write any relevant skills you might have here, try to think of at least three, we have some examples here:*
* Excellent communication skills, both verbal and written
* Inquisitive nature and ability to learn new skills
* Enthusiasm for science and engineering
* Ability to work safely in a lab environment
* Proficiency in Microsoft Office, including Word and PowerPoint and Excel
* Good programming skills, familiar with python
* Experience using CAD software
* Good maths and science knowledge

Education

College/School Name

(20xx – 20xx)

A-levels / T-levels / equivalent**:**

* Subject – Grade/ Predicted grade
* Subject – Grade/ Predicted grade
* Subject – Grade/ Predicted grade

****School Name****

(20xx – 20xx)

GSCEs or equivalent**:**

* Subject – Grade/ Predicted grade
* Subject – Grade/ Predicted grade
* Subject – Grade/ Predicted grade
* Subject – Grade/ Predicted grade
* Subject – Grade/ Predicted grade
* Subject – Grade/ Predicted grade

Work Experience

* *Tell us about any previous work experience here. This does not have to be paid work; work experience, volunteering or even helping your family or community for a few hours can be included here. We have some examples here:*

Part-time Sales Assistant, Shop Name, Location

(20xx – 20xx)

* Help support customers find the products they are looking for
* Occasionally work on the till and have good numeracy skills as a result of this
* Excellent communication skills as a result of working with customers in a forward-facing role

Babysitter

(Ongoing)

Duties included:

* Taking responsibility for looking after my younger cousins once a fortnight
* Developed my organisational skills by arranging games and activities for my cousins to keep them amused throughout the day

Hobbies & Interests

* *We’d like to hear more about you. Use this space to tell us more about what interests you and how you like to spend your time. Try to write between 100-150 words. Examples of things we’d like to hear about: writing a blog, sports teams you are part of, Duke of Edinburgh activities.*