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 **CV FORM**

**General data**

The photo should not be from celebrations such as weddings or birthdays or from the club. The photo should be of a more recent date and should not take up more than 1/6 of the first page of the CV

|  |  |
| --- | --- |
| Name and surname |  |
| Date of birth |  |
| Address |  |
| Phone |  |
| E-mail: |  |

**Education**

|  |  |
| --- | --- |
|   | As far as education is concerned, it is necessary to list the last education first. If you have an academic education, it is not obligatory to state the completed high school. Also, do not state the average from the study curriculum if it is not required in the competition. It is necessary to state the full name of the school, the city in which the beginning and the end of schooling are located. |

**Language knowledge**

|  |  |
| --- | --- |
|   | Be clear when stating your knowledge of a foreign language. You can specify the level of oral, written and conversational knowledge you have or just write down the level of language proficiency you have if you took a test in a foreign language school, for example B2 level. |

 **Completed courses and trainings**

|  |  |
| --- | --- |
|   | Indicate the completed course if it has anything to do with this job. Don't write that you have a hairdressing course if you are applying for an accountant. |

**Work experience, certificates and permits**

|  |  |
| --- | --- |
|   | The job should contain the period of time during which you were employed, with the month and year of the beginning or end of work. It should also contain the full name of the company, the city in which it is located, position, responsibilities and responsibilities. |

**Personal characteristics**

|  |  |
| --- | --- |
|   | You should emphasize personal qualities that would be of great use to you for this job. Avoid worn-out jokes such as teamwork, but write down some strong quality you have that would set you apart from other candidates. |

### Completed form in Word with a picture (in the document or as an attachment of the same email), send to info@driverinfotransport.com And if the form is completed in accordance with our recommendations, in a very short time, it will be inserted into our driver database I available for companies on our website in the section <https://www.driverinfotransport.com/vozaci>

### Good luck finding a job!

### Your Driver Info Transport