

Ausfüllhinweise für den Europass-CV

PERSONAL INFORMATION



Sex ... | Date of birth | Nationality

WICHTIG: bitte alles angeben!

Adresse

Mobil-Nummer

Email-Adresse

Geschlecht / Geburtsdatum / Nationalität

Und **FOTO** nicht vergessen!

JOB APPLIED FOR

IT - Information technology management assistant

IT - Specialist for system integration

IT - Specialist for application development

IT - Specialist for system electronics

WORK EXPERIENCE

... - **Present: Apprenticeship** : *Name des aktuellen Ausbildungsberufs (siehe oben)*

Name der Firma mit Adresse

Tätigkeiten die bisher gemacht/erlernt wurden

Evtl. weitere Praktika /Ausbildungen (wenn nicht im IT-Bereich, kurz fassen)

EDUCATION AND TRAINING

... - **Present: Apprenticeship** : *Name des aktuellen Ausbildungsberufs (siehe oben)*

Städtische Berufsschule für Informationstechnik München

*Evtl die Fächer wie, IT-Hardware, IT- networked systems,
programming (JAVA), ...*

... - ...: *Schultyp: Name der Schule / Abschluss*

Nur letzte Schule angeben

Abitur = A Levels

Mittlere Reife: O-Levels /GCSE

Evtl. weitere abgeschlossenen Ausbildungen oder Studiengänge

Social skills and competences

- Team spirit, gained through sports, especially football;
 - Good communication skills, gained through stays abroad and at school;
 - Openness to new ideas
 - Organization of a social project with children in the children's home
 - Teamwork
 - Team player, loadable in the form of stress, independence, sociability
 - Team player, Responsible awareness
 - Ability to work in teams and to communicate by working together with apprentice
 - Ability to adapt by working in different jobs with different activities
 - Open-minded, motivation acquirements, teamworker
 - Team spirit gained through participations in various team sports
 - Good social skills gained through my experience in client support
 - High interest in foreign and multicultural environments due to my traveling experiences
 - Good communication skills gained through my experience as hairdresser
 - Higher teamskills gained in special team-workshops
 - *GERNE EIGENE IDEEN!!!*
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Communication skills

- Good communicative skills that I have acquired through my experience as a customer and partner consultant
 - Excellent contact with children, which I have acquired through my experience in kindergarten as an educator
 - Good presentation skills
 - Dealing a lot of different questions and needs of visitors at the trade show
 - *GERNE EIGENE IDEEN!!!*
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Organisational / managerial skills

- Good organizational ability (currently responsible for a large customer base)
 - Planning and scheduling tasks on my own
 - Good time management on my own tasks
 - Prioritization of important and less important tasks
 - Professional customer service representative
 - Favourable problem solving in many situations
 - Sense of organisation and project management
 - Sense of organisation gained during working as a postman and in a logistic Company
 - *GERNE EIGENE IDEEN!!!*
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Job-related skills

- Basic/good/very good Microsoft Office skills
- Basic/good/very good command of project presentation
- Basic/good/very good knowledge of project management
- Basic/good/very good knowledge of PHP, HTML, SQL;
- Basic/good/very good knowledge of the programming language Java
- Basic/good/very good knowledge of the programming language Visual Basic
- Basic/good/very good knowledge of hardware components of PCs
- Basic/good/very good experience in replacement of hardware components
- Basic/good/very good knowledge of structures and processes of components of the network technology
- Basic/good/very good knowledge of managing IT-systems
- Basic / Good / High ...
 - * experience in replacement / repair of hardware components
 - * experience in Troubleshooting PCs
 - * experience in Troubleshooting networks
 - * experience in replacement of network components
- Basic/good/very good acquirements in CISCO Networking
- Experience with SAP
- Working with SQL / ...
- Very good command of graphic design applications (Adobe Illustrator, Photoshop, ...)
- Basic acquirements in HTML4/CSS
- Designing Web pages
- Good command of operatingsystems (Win2000/XP/Vista/Win 7/Win8)
- Very high knowledge of networks and network administration due to work
- *GERNE EIGENE IDEEN!!!*

Digital competence

Tabelle ausfüllen!

ADDITIONAL INFORMATION / OTHER SKILLS / DRIVING LICENEC/ ...

Wie Sie möchten!