

Creating a New Zealand Style CV

Example

Full Name

emailaddress@domain.com | 0000 000 000 | Suburb, State, Postcode

Summary

This is your elevator pitch where you have just a few lines of text to sell yourself to a potential employer. Try to keep it brief and to the point. For some great examples of personal summaries, visit: [How to sell yourself in 25 words or less.](#)

Career history

Role Title at Company Name

Month YYYY – Month YYYY

Overview of role in 1 to 2 lines

Key responsibilities

- Insert 2 to 3 key responsibilities

Achievements

- Insert 2 to 3 key achievements

Role Title at Company Name

Month YYYY – Month YYYY

Overview of role in 1 to 2 lines

Key responsibilities

- Insert 2 to 3 key responsibilities

Achievements

- Insert 2 to 3 key achievements

Education

Course or qualification from Institution Name

Graduated YYYY

Course or qualification from Institution Name

Graduated YYYY

Key skills

Skill one, Skill two, Skill three, Skill four, Skill five, Skill six, Skill seven, Skill eight, Skill nine, Skill ten

References

Available upon request

