

## SAMPLE CV LAYOUT

### Full Name

Postal Address / Email Address / Mobile Number/LinkedIn

### Personal Profile (optional)

- Key skill/experience relevant to role applied for, with evidence.
- Key skill/experience relevant to role applied for, with evidence.
- Career objective (Industry/Sector/Professional area).

### Skills Profile

**Skill Category:** Skill details

**Skills Category** Skill details

**Skill Category** Skill details

\*\*If you have a well-populated Github account (upload projects, contribute to open source projects etc), link to it here

### Education

Year From – To Official Course Title

Trinity College Dublin

- Results: 3rd Year, 2nd Year, 1st Year or most recent year only
- Key Academic Achievements (if any e.g. a module in which you excelled/ a prize which you won).

Year Leaving Certificate (or equivalent)

School Name, Location

### Relevant Experience

Date Internship/Job Title

Employer Name, Location

- Description of project, technologies and skills used
- Description of project, technologies and skills used
- Description of project, technologies and skills used

Date Name of University Project

- Description of project, technologies and skills used
- Description of project, technologies and skills used

### Other Experience

Date Job or Role Title

Name of Organisation

- Description of tasks, outcomes and achievements
- Description of tasks, outcomes and achievements
- Description of tasks, outcomes and achievements

### Interests & Achievements

Categorisation of interest or extra-curricular activity (e.g. Sport) & details of same

Categorisation of interest or extra-curricular activity (e.g. Voluntary work) & details of same

### Referees

Name, title and workplace of your referee (usually two – make sure to ask their permission first!)

\*\*PLEASE NOTE: This is a basic sample CV layout to give you an idea of the main sections and the type of information to include in your CV. There are many different ways to lay out your CV and you do not have to strictly follow this format. \*\*