

# CURRICULUM VITAE

<b>NAME</b>	Max Mustermann
<b>ADDRESS</b>	Musterstrasse 12, 60789 Musterhausen, Germany
<b>DATE OF BIRTH</b>	12/07/1982
<b>NATIONALITY</b>	German
<b>TELEPHONE</b>	0049-7896-456789
<b>MOBILE</b>	0049-0177-123123
<b>E-MAIL</b>	max.mustermann@mustermail.de

## CAREER OBJECTIVE

To join a company that offers me to expand skills and experience within the marketing department.

## EDUCATION

<b>2005 – 2008</b>	<b>University of Musterhausen</b> Bachelor in Economics and Business Administration Modules included: # Marketing    # Strategic Management # E-Commerce   # Accounting and Finance
<b>1992 – 2004</b>	<b>Goethe-Gymnasium (grammar school), Musterhausen</b> A-Levels (in biology and maths)
<b>1988 – 1992</b>	<b>Grundschule Musterhausen (elementary school), Musterhausen</b>

## WORK EXPERIENCE

<b>June 2008 to present</b>	<b>Marketing Manager, Muster Bank, Musterhausen, Germany</b> Responsibilities: # Managing customer relationships # Conduct market research
<b>June – Sept. 2006</b>	<b>Internship – Muster Communications, Musterhausen, Germany</b> Responsibilities: # Assisted in the creation of press releases, newspaper and online advertisements # Updated content on the company website
<b>2004 – 2005</b>	<b>Military Service, German Army Base Musterhausen</b>

## ADDITIONAL SKILLS

<b>Computing</b>	MS Word, Access, Power Point and Excel
<b>Languages</b>	German – first language English – very good knowledge in writing and speaking – IELTS score 6.5 French – basic reading and writing skills
<b>Driving</b>	Full current clean driving licence

**INTERESTS**

- Coach of a youth basketball team
- Chess, tennis and playing volleyball

**References**

References available on request