

PLEASE, NOTE: THIS IS JUST A SAMPLE, FEEL FREE TO CREATE YOUR OWN FORM, NEVERTHELESS, PLEASE MENTION ALL THE POINTS LISTED BELOW:

RESUME

Name: Pavlenko Oleksiy
Date of birth: 1977 January 14
Birthplace: Ukraine, Odessa
Marital status: single
Address: 8A, Gagarina str., app.9, Odessa, Ukraine
Contact phone: +38-0482 -568099
Mobile phone: +38-050-7159485
E-mail: lesha77@mail.ru

Education:
1994 – 1996 High Vocational school # 26
Profile: waiter, cook

1996-1998 Military service Navy Force
Storeroom keeper

Employment:

Dates: 08.01.2005 – Present time
Company: Hotel “Frapolli”, Odessa, Ukraine
Position: Cook
Duties: to prepare hot dishes

Dates: 17.06.2004-15.11.2004
Company: Restaurant “Estrelita”, Odessa, Ukraine
Position: Asst. cook
Duties: to prepare salads and sandwiches
Reason of leaving: end of practice

Dates: 11.05.2001 –15.02.2003
Company: Medical storehouse “Med+”
Position: store man (accountant)
Duties: to take stock of medicines
Reason of leaving: desire to work by profile (cook)

Foreign Language Skills:

English: good
German: basic

Major characteristics: industrious, communicative, friendly, hard-working.