

INSTRUMENT NUMBER 3 | TEMPLATE FOR THE ELABORATION OF THE CURRICULUM VITAE

Self-concept - the adult's perception of him/herself and the idea that results from it, that shapes his/her person. In order to explore and identify personal characteristics, interests, values and beliefs, skills and competences, the adult will be confronted with several cards (with images and phrases from magazine clippings and newspapers) spread out on a table. The adult will be asked to select up to 3 cards that reflect and support his/her personal description/presentation.

| Name and surname Address — Telephone number — E-mail | |
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| > Position: | |
| > Employment experience: | Job description Name of organization/company; City/Town Duration of Employment This area should include a brief description of important tasks and achievements. |
| > Education: | Name of school and address Graduation Year Title/Specialization |
| > Training and other courses: | Name of training Course Name of the institution Year of completion Total number of hours |
| > References: | Name and surname of the reference person, Company Contact information |
| > Additional Skills | This area should include a list your strengths - additional skills, interests, knowledge of foreign languages, etc. |