# Career Summary – Your executive summary or profile

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# Core Competencies

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| * Statements centred on your most valuable skills, knowledge and attributes). Please see attached competency statement examples)
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**Career Summary**

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| **Company**  | **Role** | **Dates** |
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# Employment History

Month/Year to Month/Year

COMPANY

Position

Responsibilities:

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Achievements:

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# Employment History

Month/Year to Month/Year

COMPANY

Position

Responsibilities:

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Achievements:

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**Month/Year to Month/Year**

**COMPANY**

**Position**

**Month/Year to Month/Year**

**COMPANY**

**Position**

**Month/Year to Month/Year**

**COMPANY**

**Position**

# Personal Details

|  |  |
| --- | --- |
| Name |  |
|  |  |
| Address |  |
|  |  |
| Telephone | (08) (bh)(08) (ah) (mobile) |
|  |  |
| Email |  |

|  |  |  |
| --- | --- | --- |
| Qualifications |  |  |
| Date (most recent) |  | Subject |
|  |  | Where |
|  |  |  |
| Date |  | Subject |
|  |  | Where |
|  |  |  |
| Date |  | Subject |
|  |  | Where |
|  |  |  |
| Date |  | Subject |
|  |  | Where |

|  |  |  |
| --- | --- | --- |
| Training Courses |  |  |
| Date |  | Subject |
|  |  | Where |
|  |  |  |
| Date |  | Subject |
|  |  | Where |
|  |  |  |
| Date |  | Subject |
|  |  | Where |

|  |  |
| --- | --- |
| Memberships/Professional Associations/Community |  |
|  |  |
| Interests |  |
|  |  |
| Referees | Available upon requestAfter interview, or if requested earlier in the process (e.g. during a government application), use the template on the next page to provide your referee details. |

#  Referees

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| --- | --- |
| NamePositionCompanyAddressSuburb State Postcode | (Relationship)  |
|  |  |
| (08) (bh)(08) (ah) |  |
|  |  |
| NamePositionCompanyAddressSuburb State Postcode | (Relationship)  |
|  |  |
| (08) (bh)(08) (ah) |  |
|  |  |
| NamePositionCompanyAddressSuburb State Postcode | (Relationship)  |
|  |  |
| (08) (bh)(08) (ah) |  |