

# Writing a Curriculum Vitae

Some job applications may require a Curriculum Vitae, or a CV as it is often called. What is a CV you may wonder? Quite simply this is an outline of a person's educational and professional history that is usually submitted with a job application. Study the following CV that Kari Olsen wrote when she was 23 years old, four years after her au pair job in Paris.

## Curriculum Vitae

Name: Kari Olsen  
Address: Blomsterveien 15  
2025 Fjerdingby  
Norway

Tel: (47) 63831719  
Mob: (47) 40413956

E-mail: [kario@hotmail.com](mailto:kario@hotmail.com)  
Date of birth: 23 January 1986  
Marital status: Single  
Nationality: Norwegian

Education: 2003-2004 Foreign exchange student at Christchurch High School, New Zealand  
2005 Upper Secondary School, Fjerdingby videregående skole  
2006–2009 Teacher training at Oslo College

Work experience: 2004 Summer job at Bokfinken Bokhandel, Fjerdingby, Norway  
2005–2006 Au pair in Paris, France  
2007–2009 Summer jobs at Ekeberg Restaurant, Oslo, Norway

Skills, interests and experience: Fluent in English and French; car licence; snowboard instructor

Referees: Pierre Duval  
48 Rue de Lappe, 75011 Paris, France. Tel: (01) 48 06 18 57  
Tor Hansen; Manager at Bokfinken Bokhandel Storgata 14,  
2025 Fjerdingby; Norway. Tel: (47) 69 48 30 21

submit sende med

