

Q _____ Y _____

Personal details

Address: 95 V _____ Road, D _____, 2 _____

Phone: (01) _____

Mobile: 027 _____

Email: Q _____ @ _____

Personal Statement

- ③ I am currently a year 13 student studying in D _____ High School. I would like to find a part-time job in my spare time to get some work experience and save some money to pay part of my university costs.
- ④

Skills

Teamwork

- ② I was a member of DEA (D _____ E _____ A _____) Volunteer Club when I was in the High School Affiliated to X _____ N _____ University in China.

I investigated, researched and finished two studies with my group members:

a) Investigation in Chemistry Involving Quantitative Analysis, Chemistry, D _____ High School, February – April 2019

b) The Relationship of Arranging Goods and Sales, Social Politic Education, the High School Affiliated to X _____ N _____ University, March – July 2018

Self-management

- ③ I am used to setting short-term and long-term goals and realize them in a planned way.
- I can control and adjust my physiology and psychology and keep myself in good and active state so I am able to work under pressure and adapt to all kinds of situations.
- ④

Communication

I can speak two languages, English and Chinese. I am also good at writing.

- ② I have the experience of visiting the elderly and talking with them (the more details are in Volunteer Experience), which makes me able to talk with others in a more friendly and comfortable way.

Analysis and Numeracy

- ② When facing some unexpected problems, I am good at analyzing and able to choose the best way to deal them rapidly.

I took part in some mathematics contests and got some distinctions (the more details are in Achievements).

Work Experience

Librarian, the High School Affiliated to X _____ N _____ University, China
September 2017 – January 2018

Responsibilities:

Organizing books

- ④ Issuing
Discipline management

Volunteer experience

Visiting the rest home, DEA Volunteer Club, the High School Affiliated to X _____ N _____ University, China
October 2018

Cleaning up the C_____ Lake, DEA Volunteer Club, the High School Affiliated to
X_____ N_____ University, China
November 2018

Education

NCEA Level 2, D High School, 2019

Subjects:

Mathematics (achieved with merit)

Physics (achieved with merit)

Chemistry (achieved with merit)...

Achievements

Distinction Award, Excellent in level 2 ESOL, Mathematics and Physics, D
High School, 2019

Certificate of Distinction, Australian Mathematics Competition, 2017

Interests

In my spare time, I enjoy reading, drawing and running. Last year, I joined the Fun Runs and

① Walks in D_____ and came 6th in girls under the age of eighteen. I am also interested in
playing the guitar and playing pool and have started studying them since 2018.

Referees

Q_____ L_____,

Mobile: (68) _____

Email: Q_____@_____

A_____ T_____, Teacher, D_____ High School, A_____

Mobile: 021 _____

Email: A_____@_____