

Curriculum Vitae

PERSONAL INFORMATION



COLLIN MARGARETH

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Sex female | Date of birth 12/02/1995 | Nationality Indonesian

JOB APPLIED FOR POSITION

INTERIOR DESIGNER

WORK EXPERIENCE

June, 2014 - Oct 2015

Replace with occupation or position held

Replace with employer's name and locality (if relevant, full address and website)

- Replace with main activities and responsibilities

Business or sector Replace with type of business or sector

EDUCATION AND TRAINING

May 2011 - Feb 2012

Replace with qualification awarded

Replace with education or training organisation's name and locality (if relevant, country)

- Replace with a list of principal subjects covered or skills acquired

PERSONAL SKILLS

Mother tongue(s)

Bahasa Indonesia

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B2	B2	C1	C1	B1
Replace with name of language certificate. Enter level if known.					
German	Enter level	Enter level	Enter level	Enter level	Enter level
Replace with name of language certificate. Enter level if known.					

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2 Proficient user
[Common European Framework of Reference for Languages](#)

Communication skills

Replace with your communication skills. Specify in what context they were acquired. Example:
▪ good communication skills gained through my experience as sales manager

Organisational / managerial skills

Replace with your organisational / managerial skills. Specify in what context they were acquired.
Example:
▪ leadership (currently responsible for a team of 10 people)

Job-related skills Replace with any job-related skills not listed elsewhere. Specify in what context they were acquired.
Example:
▪ good command of quality control processes (currently responsible for quality audit)

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Enter level	Enter level	Enter level	Enter level	Enter level

Levels: Basic user - Independent user - Proficient user
[Digital competences - Self-assessment grid](#)

Replace with name of ICT-certificates

Replace with your other computer skills. Specify in what context they were acquired. Example:
 ▪ good command of office suite (word processor, spread sheet, presentation software)
 ▪ good command of photo editing software gained as an amateur photographer

Other skills

Replace with other relevant skills not already mentioned. Specify in what context they were acquired.
Example:
▪ carpentry

Driving licence

Replace with driving licence category/-ies. Example:
B

ADDITIONAL INFORMATION

Publications Replace with relevant publications, presentations, projects, conferences, seminars, honours and awards, memberships, references. Remove headings not relevant in the left column.
 Presentations
 Projects Example of publication:
 Conferences ▪ How to write a successful CV, New Associated Publishers, London, 2002.
 Seminars Example of project:
 Honours and awards ▪ Devon new public library. Principal architect in charge of design, production, bidding and construction supervision (2008-2012).
 Memberships
 References
 Citations
 Courses
 Certifications

ANNEXES

Replace with list of documents annexed to your CV. Examples:
 ▪ copies of degrees and qualifications;
 ▪ testimonial of employment or work placement;
 ▪ publications or research.