**Firstname Lastname**

**[Optional] 1 Example Street, example town, county, postcode  
example@email.com   
Telephone numbers**

**[Optional] Social media profiles**

## Education/Qualifications

Start with the most recent and / or highest level of qualification.

**Institution/Body, years attended (from – to)**

* Qualification (LPC, BVC, GDL, LLB, GCSE, A level) Course Title/subject. Result:
* Electives (for post-grad legal courses only) module description, module description and module description
* Awarding body (if applicable), year achieved

**Institution/Body, years attended (from – to)**

* Qualification (LLB, BSC, BA, GCSE, A level) Course Title/subject
* Awarding body (if applicable), year achieved

**Institution/Body, years attended (from – to)**

* Qualification (LLB, BSC, BA, GCSE, A level) Course Title/subject
* Awarding body (if applicable), year achieved

## Legal Experience

Start with the most recent legal role and work backwards.

Include brief details of your role and responsibilities. Include all work experience and pro-bono roles.

**Date Started– Date Finished or month and year of placement Job title, company/institution name and location**

* Include details of your role and responsibilities. Make sure you include tasks that match the job you are applying for where possible

**Date Started– Date Finished or month and year of placement Job title, company/institution name and location**

* Include details of your role and responsibilities. Make sure you include tasks that match the job you are applying for where possible

## Non-legal Experience

For non-legal jobs, start with the most recent job and work backwards.

Include brief details of your role and responsibilities.

**Date Started– Date Finished or month and year of placement Job title, company/institution name and location**

* Include details of your role and responsibilities. Try to include tasks or skills that match the job you are applying for where possible

**Date Started– Date Finished or month and year of placement Job title, company/institution name and location**

* Include details of your role and responsibilities. Try to include tasks or skills that match the job you are applying for where possible

## Additional Skills

You can list skills like additional legal certifications, language abilities, driving licence, first aid etc.

* First skill
* Next skill

## Extra-curricular Activities and Achievements

You can add activities such as:

### Virtual Internships

**Virtual Internship 1**

* Activities and skills

### Law Societies

**Include membership of university law society here (year)**

* Events and activities

### Achievements

**Award/achievement (year)**

* Say why you received it/what it was about/for

### Sport

* Sporting achievement

**References available on request.**