

CV Template (ATS-Friendly)

Full Name

Phone:

Email:

Location (City, Postcode):

LinkedIn / Portfolio (if any):

Personal Statement

A short 3-4 sentence summary of your experience, strengths, and career goals.

Example: Motivated warehouse operative with 5+ years of experience in high-volume distribution centres. Skilled in stock control, order picking, and safety compliance.

Looking for full-time opportunities in London.

Work Experience

Job Title – Company Name, Location (MM/YYYY – MM/YYYY)

- Key Responsibility #1
- Key Responsibility #2
- Achievement: [Quantifiable result or impact]

Education & Certifications

Qualification – School/Institution, Location (Year)

Include GCSEs, A-levels, vocational training, or safety certificates (e.g., Forklift License, Food Safety Level 2).

Key Skills

Example:

- Inventory management
- RF scanning
- Route planning
- Team collaboration
- Health & Safety Compliance