

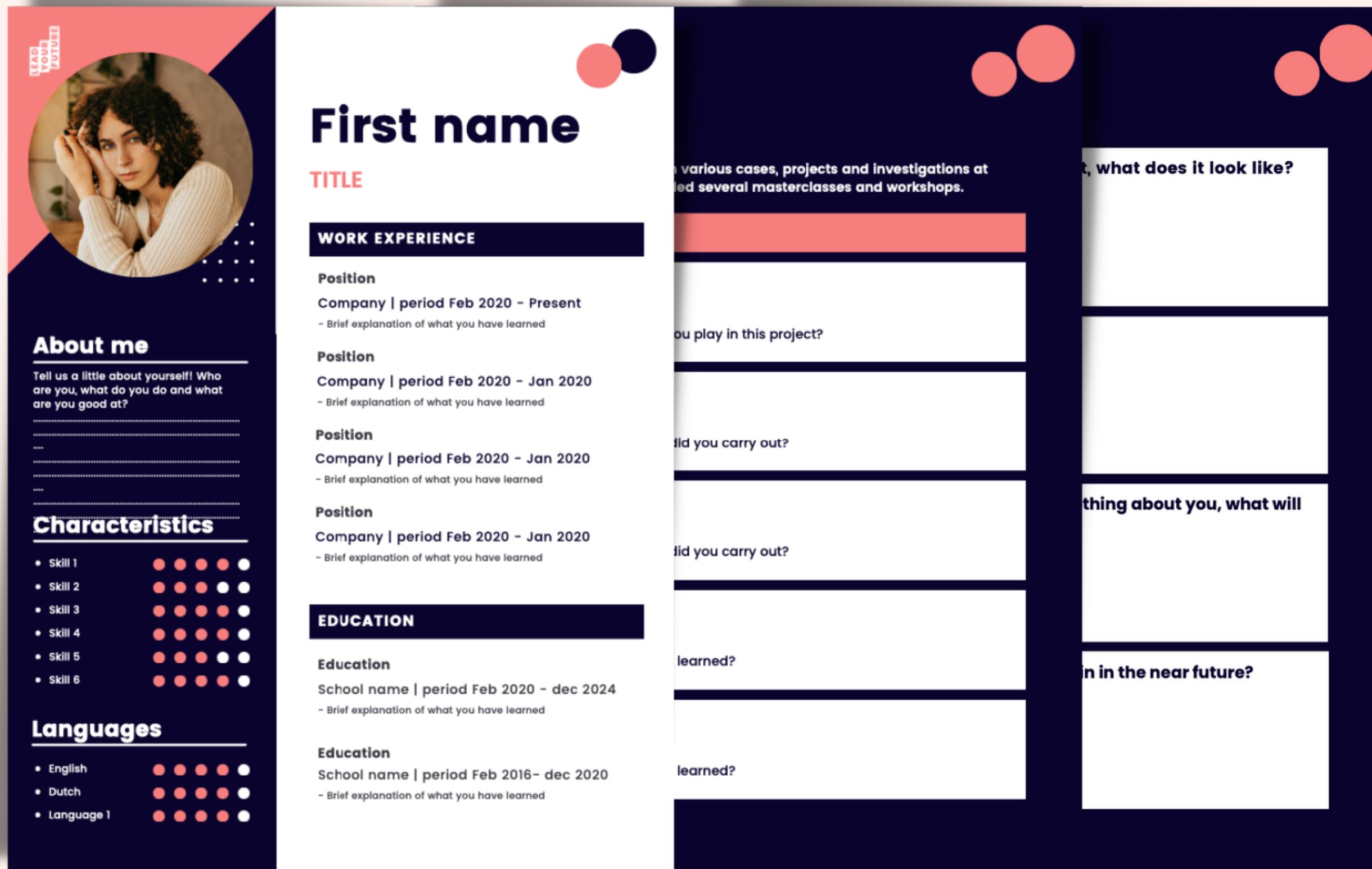
How to make your

CV in the Lead Your Future template?

[Download the CV format](#)

We'll explain it to you! →

LEAD
YOUR
FUTURE



Introduction

You can download our template from the site and fill it out yourself! On the left you can see how the three pages look like before you personalise it. Via Canva, you can fill in your personal data and we will tell you briefly how!



Let's start!

Allright, let's start with the photo, your first name and your title. Upload your own professional photo and drag it into the circle. You can see how it looks on the left. Then you can fill in your first name (that goes without saying ;-)) and your title. Here you can choose your study title, your job title or any other function you currently have. See below how we did it.

before



after



before



after



What's next?

Languages

- English
- Dutch
- German

before

You can also add a language if you feel that something is missing. Check the before and after of our example here.

Here you can fill in all the languages you master. Indicate in the bullets how good your knowledge is (you can adjust this at the top!). You can change the languages, but it is always good to mention Dutch and English.

Languages

- English
- Dutch
- German
- Spanish

after

About me

before

Tell us a little about yourself! Who are you, what do you do and what are you good at?

.....
.....
....
.....
.....
.....

Fill in something about yourself and don't be too concise or modest! Make it personal and don't repeat yourself. **PS: Delete the text that is already there.**

About me

I like working in a team, but I am also very independent. I have a passion for helping others and learning new things. I also like football, museums, cooking, photography and Spanish culture.

after



Got it! What else?

before

Characteristics

- Skill 1
- Skill 2
- Skill 3
- Skill 4
- Skill 5
- Skill 6

What are your skills and qualities? Write them down! Here, too, you can use the dots to indicate how good you are at something. You can write down six skills that you want to highlight. Think of hard skills (which you can learn) and soft skills (which have to do with your personality).

after

Characteristics

- Communication
- Critical thinking
- Creative thinking
- Collaborate
- Adobe Photoshop
- Computer programming

Try to look for skills that you have mastered that describe you well. This could be a programme on your computer, such as Adobe Photoshop, or perhaps something you have practised a lot in your studies.

TIP: Don't be modest when you fill in the blanks ;-)



Work experience

Naturally indispensable on a CV: your work experience. We have listed it all for you, so all you have to do is fill it in. Feel free to leave a box out if you can't fill it in. Fill in your function, the company you worked for and the period. Then comes the **most important** thing: a short explanation of what you did and what you learned. Try to explain as briefly and concisely as possible what your tasks were so you can tell us a bit more about what you did.

before

WORK EXPERIENCE

Position

Company | period Feb 2020 – Present

- Brief explanation of what you have learned

Position

Company | period Feb 2020 – Jan 2020

- Brief explanation of what you have learned

Position

Company | period Feb 2020 – Jan 2020

- Brief explanation of what you have learned

Position

Company | period Feb 2020 – Jan 2020

- Brief explanation of what you have learned



WORK EXPERIENCE

Internship

Lead Your Future | April 2022 – June 2022

During my internship, I set up an internationalisation study, helped with a cross-media strategy, the plans for the introduction weeks and social media content.

Facility staff member

ETZ Hospital | Nov 2021 – April 2022

I have learned to switch quickly and to be flexible. I also learned to work closely with different departments.

Coach and homework assistant

OnlineHuiswerkklas.nl | Jan 2021 – Nov 2022

I was a weekly personal coach and point of contact for all matters concerning school. I also gave weekly homework support to young people between mavo 1 and vwo 6.

Sales assistant

Tommy Hilfiger | Jan 2019 – Sept 2020

I learned to work in a team and to have a professional attitude.

after



Education

before

EDUCATION

Education

School name | period Feb 2020 – dec 2024

- Brief explanation of what you have learned

Education

School name | period Feb 2016– dec 2020

- Brief explanation of what you have learned



after

EDUCATION

Master Digital Culture Studies

Tilburg University | Sept 2021 – now

Focused on research: SPSS and discourse analysis

Bachelor Media Studies

University of Groningen | Sept 2018 – July 2021

Zoomed in on the cultural sector in the second year. Got a thesis with an 8.6 on Instagram & self-image

Atheneum

Maartenscollege Haren | Sept 2011 – July 2017

Economy & society and culture & society profile

Also important is your education. From high school to your current education, put it there! You can always add an extra education if you need to. The basics – the name of your course, the school and the period – are important. But also give some more context, for example about the subjects or skills you have learned. This gives a better idea of what you did during your education.



What do I fill in at the projects?

You can really fill in anything in the projects! We've made some starters for you, but you can fill it in yourself according to your own experience. Think of a project or subject where you have made a difference. **It is important that you tell us what your role was and what you learned.** A course, workshop, masterclass, committee or project, anything is relevant here. Be creative! We would like to learn more about your experiences, but most of all we would like to hear from you **what you contributed.** On the next slide you will find a completed example, but of course, this is different for everyone. If you don't know what you can fill in (more), ask a friend to fill in the form. You can ask a friend, because they often have cool experiences that you have not thought of yet.

Projects

During my studies I worked on various cases, projects and investigations at companies. I have also attended several masterclasses and workshops.

School project

School:

Explanation: what role did you play in this project?



What do I fill in at the projects?

Here is an example of a completed projects page. It is a mix of projects with school, work or an internship, voluntary work, individual projects and events and courses. Have you ever been to an event of Lead Your Future? You can put them on the list! Think of a Masterclass or Business Shake and write down what you have done and learned here.



LEAD YOUR FUTURE

Projects

During my studies I worked on various cases, projects and investigations at companies. I have also attended several masterclasses and workshops.

Societal Challenge
School: TSHD Tilburg University
Explanation: The focus of this project about sustainability in Tilburg was on teambuilding and making important decisions in a short time. Under the guidance of coaches and experts, I learned how to do this best.

Internationalisation project
Company: Lead Your Future
Explanation: I have made a plan for the internationalisation of Lead Your Future. During this project I focused on doing independent research and presenting the results.

Language course Spanish B2
Company: Language Centre Tilburg University
Explanation: I like learning new things and during this language course I challenged myself to dive deeper into the Spanish language.

Masterclass Boost Your Self-Confidence
Company: Lead Your Future
Explanation: during this Masterclass, I learned how to present myself. Super handy during my study, but also during my internship! This gave me a self-confidence boost.

Committee member Serve the Grey
Company: Serve the City Tilburg
Explanation: As a committee member of Serve the Grey, I am responsible for the contact between students and elderly people. We have organised events and set up actions to combat loneliness among the elderly.

Motivation questions

Finally, we would like to ask you to fill in some questions that you will also fill in in the Typeform when you apply. You can see the questions on the right, but they will also be used in the application process. You can easily copy and paste your answers so that we can get a better idea of your ideal project, your contribution, who you are and how you would like to develop in the coming period.

LEAD YOUR FUTURE

Motivation

When we look for your ideal project, what does it look like?

And what can you contribute?

If we ask your friends to tell us something about you, what will they say?

What do you hope to develop more in in the near future?



Succeeded?

Great! You're ab-so-lute-ly ready for your (open) application!
[Click here](#) to make your Lead Your Future Resume



Any questions?

Send us a message at info@leadyourfuture.nl

