

# GENERAL UK CV TEMPLATE (Any Profession)

## Full Name

City, Country

Phone | Email | LinkedIn

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## Personal Profile

Motivated professional with experience in [industry/role]. Strong communication, organisational, and problem-solving skills. Proven ability to adapt quickly and contribute effectively in team environments. Seeking opportunities in the UK job market.

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## Core Skills

- Communication
  - Team collaboration
  - Time management
  - Customer service
  - Problem-solving
  - Microsoft Office / Google Workspace
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## Work Experience

### Job Title – Employer Name

City, Country | Month/Year – Month/Year

- Delivered day-to-day responsibilities efficiently
  - Supported team operations and workflow
  - Maintained professional standards and deadlines
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## Education

### Highest Qualification – Institution Name

Year Completed

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## Additional Information

- Flexible availability
  - Willing to relocate
  - References available upon request
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# Formatting Rules

- **Length:** 1–2 pages
- **Font:** Calibri, Arial, or Times New Roman
- **Font size:** 10.5–12
- **File format:** PDF
- **No photo, age, gender, or marital status**

These rules align with UK hiring standards regulated by the **UK Home Office**.