

3^e EURO – DEVOIRS DE VACANCES

Rédaction d'un CV

I. Travail préparatoire à la rédaction de mon CV

1) Match each statement with the corresponding skill or quality.

(Relie chaque affirmation à la compétence / qualité correspondante.)

2) Rate your skill levels by colouring your score from 1 to 5.

(Evaluate tes niveaux de compétences en colorant le nombre d'étoiles (de 1 à 5 étoiles).

1 Match each statement with the corresponding skill or quality.

adaptability – communication – creativity – decision-making – leadership – motivation – organisation – problem-solving – teamwork – time management

- a. "I work well with people."
- b. "I like solving problems."
- c. "I am good at expressing my ideas clearly."
- d. "I like when things are in order."
- e. "I am good at coming up with original or unusual ideas or approaches."
- f. "I like managing a group of people."
- g. "I can easily make decisions."
- h. "I don't mind changing my habits when necessary."
- i. "I'm eager to do whatever there is to do."
- j. "I'm always on time."

2 Rate your skill levels by coloring your score from 1 to 5.

Adaptability	☆☆☆☆☆	Leadership	☆☆☆☆☆	Teamwork	☆☆☆☆☆
Communication	☆☆☆☆☆	Motivation	☆☆☆☆☆	Time management	☆☆☆☆☆
Creativity	☆☆☆☆☆	Organisation	☆☆☆☆☆		
Decision-making	☆☆☆☆☆	Problem-solving	☆☆☆☆☆		

II. Rédaction de mon CV

Imagine you're 18 years old and wish to become a WOOFer. Write your CV so that you can be hired.

Use Dan Smith's CV as a model. You can write your CV on Libre Office Writer / Word or in your copybook.

Make sure to include the following information:

(Imagine que tu as 18 ans et que tu souhaites devenir WOOFer. Ecris ton CV pour être embauché. Utilise le CV de Dan Smith comme modèle. Tu peux écrire ton CV sur Libre Office Writer / Word ou dans ton cahier.

Il faut surtout inclure les informations suivantes)

- Your name and surname
- A small paragraph at the top explaining your motivations and what your wish to become a WOOFer
- Your contact details
- The languages you can speak
- Your skills
- Your work experience (be sensible: you're only 18 years old!)
- Your hobbies and interests
- Your education
- + any other categories you think relevant

▪ Ce travail est OBLIGATOIRE.

▪ Une note sera donnée à titre indicatif. Si vous souhaitez qu'elle apparaisse sur Pronote et compte pour le 3^e trimestre, merci de me le dire.

Be creative and write an awesome CV! 😊