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| **Anna Muster** |
| Kindergärtnerin |

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| Bildungsweg |
| **VERTRIEBSPRAKTIKUM***Callme Center, Köln | 11/2010 – 05/2011* |
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| **KAUFFRAU FÜR BÜROMANAGEMENT***Schneider & Söhne GmbH | 10/2007– 08/2010* |
| Abschluss mit Auszeichnung |
| **MITTLERE REIFE***Realschule Köln | 10/1998– 08/2007* |
| Abschlussnote: 2,5 |

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| BERUFSERFAHRUNG |
| **kindergärtnerin***BestProd AG, Neuss | 02/2018 – heute* |
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| **ACCOUNT MANAGER***Sellmethat, Düsseldorf | 01/2015 – 01/2018* |
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| **CALLCENTER AGENT***Callme Center, Köln | 06/2011 – 01/2018* |
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| MUSTERWEG 123, 12345 MUSTERSTADT | Markierung |
| MUSTER@EMAIL.DE | Umschlag |
| +49 123 / 456 789 0 | Receiver |

Musterstadt, den TT.MM.JJJJ

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| INfo |
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| Geburtsdatum: Geburtsort: Nationalität:  | 18.08.1983Musterstadt, DE Deutsch |
| Persönlichkeit |
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| * Kreativität
* Zuverlässigkeit
* Kommunikationsfähigkeit
 |
| Edv-Kenntnisse |
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| MS-Office |

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| Lotus Notes |

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| Fremdsprachen |
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| Englisch |

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| Französisch |

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| Interessen |
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| Flugzeug | Radiomikrofon | **Tanzschritte** | **Radfahren** |
| Fernreisen v.a. Asien | Klassischer Chor | Standard-Tanz | Rennrad & Mountain-bike |