**Full Name | Subject ECT**

**Awarding Institute:** Name of University

**Date Awarded:** Month/Year

Contact Number | Email Address | Town & Postcode

**Profile**

This is the first section of your CV and the most important part so it must grab the reader’s attention and make them want to continue to read. Provide an explanation as to why you chose to go into teaching, what your teaching style is and your professional qualities. It’s really important for the recruiter/school to understand this as it helps them to get to know you better and vision how you would fit into the school. They want to see your passion and enthusiasm for teaching and education as a whole.

It should be brief, to the point and around 300 words as you will expand in other areas of your CV.

Other things you can include:

* What is your approach to lesson planning and classroom practice?
* What sort of learning environment do you want to create?
* Learning programmes or schemes you are familiar with
* Have you worked with EAL/SEN pupils?
* Were you involved in any extracurricular activities within your schools?
* Where do you see yourself progressing into/what are your career ambitions?

**Core skills**

- Teacher Training & University + Grade - Transferable skills

- Subject/Key Stage specialism - Achievements

- Teaching qualities - Miscellaneous

**Education** - Start with the most recent first.

**Undergraduate degree (or equivalent)**

Institution (Date started – date completed)

Subject and Qualification

**Post-16 Qualifications (or equivalent)**

Institution (Date started – date completed)

Qualification

Subject: Grade Subject: Grade Subject: Grade Subject: Grade

**GCSEs (or equivalent)**

Institution (Date started – date completed)

Qualification

Number of GCSEs gained at grades A\*/A – C including Maths and English (if achieved)

**Teaching Experience**

List any experiences you have had, including any voluntary experiences and those that involve children, whether based in a school or not. **Make sure to mention all of your PGCE teaching placements; this will be invaluable so make it count in your CV. For each placement be as detailed as possible within this section.**

* (Date employment started – finished/ due to finish) – School name and area

*A few descriptors of the school: #-form entry, special needs, faith,* *year group/class, SEN/EAL requirements.*

**Job Title**

Key responsibilities in the role in bullet points. You may want to include:

* Year groups worked with
* Subject taught
* Lesson planning and assessment
* Extracurricular involvement
* Working with colleagues (class teacher, support staff)
* Behaviour management and differentiation
* Resources created
* Memorable highlights and achievements

Use the STAR model to ensure you keep your explanation brief and straight to the point.

**S** - First describe the Situation you were in

**T** - Describe the Task that was involved

**A** - Next describe the Action you took and skills used (be certain to say 'I' not 'we' when explaining this - employers want to know what YOU did, not the wider team)

**R** - Finally, explain what the Result was and how long it took to achieve

**Certificates and Training**

List any additional qualifications or achievements relevant to your profession. Simply list the training you have attended including the date for example;

* Level 2 Child Protection in Education, January 2021
* Challenging Behaviour Training, January 2021

**Additional Work Experience (Non-Teaching/School)**

*You do not need to present a long history of your previous employment, especially if it isn’t immediately relevant to your desired ECT role and education. Simply listing the key details of these roles is enough.*

* (Date employment started – finished/due to finish) – **Job title,** organisation name
* (Date employment started – finished/due to finish) – **Job title,** organisation name

**Hobbies and Interests**

Talk about what things you like doing outside of work/studies. Include hobbies that are relevant and could even be explored through extracurricular activities within a learning environment, such as an after-school clubs.