

YOUR NAME

Personal Details:

Address	XXXXXXXX, XXXXX Glasgow GXX XXX UK.	Date of Birth	XX/XX/XX
		E-mail	XXX@student.gla.ac.uk
		Nationality	British
Telephone	XXXX XXX XXX (Mobile)		XXXX XXX XXX (Evening)

Personal Statement:

An enthusiastic 3rd year chemistry student looking to contribute to, and learn from, a challenging placement year. Enthusiastic to learn and improve laboratory techniques in a top research environment in view of pursuing a career in chemical research upon graduation.

Education:

200X-Present School of Chemistry, University of Glasgow, Scotland.

Year 3: Chemistry or Chemistry with Medicinal Chemistry etc

Year 2: Subjects and results

Year 1: Subjects and results

200X-200X Your School

Advanced Higher/A-Level: subjects and grades

Higher/AS-Level: subjects and grades

Standard Grade/GSCE: subjects and grades

Prizes and Achievements:

Insert year Any University prizes or scholarships?

Insert year Any significant school prizes?

Insert year School Prefect etc?

Insert year Anything else?

Work Experience:

200X-Present Your current job

Describe your job and the skills you have learned in a few sentences. Put in a similar section below for all summer jobs you have done.

Insert year(s) Another summer job

Describe your job and skills you have learned in a few lines.

Insert year(s) Another job

Describe your job and skills you have learned in a few lines.

Additional Skills:

List additional skills here such as driving licence, software you are competent with, anything else which might help with your application.

Hobbies and interests:

Write a short paragraph describing your main hobbies and interests.

Referees

Prof. X. XXXXXX

School of Chemistry,

University of Glasgow,

University Avenue,

Glasgow, UK. G12 8QQ

Tel: 0141 330 XXXX

XXXXXX@chem.gla.ac.uk

Mr X. XXXXX

12 XXXX Street,

Name of Company,

Glasgow, UK, GX XXX,

Tel: 0141 XXX XXXX

XXXXXX@XXXXXX

Note: for references you should use your advisor of studies and either another member of staff from the chemistry department or a supervisor from a recent job.