REPLACE STAR WITH PHOTO

**Name:** Nancy Perfect

**Address:** 21 Old Stree, London

**Telephone:** +44 (0)7977 999999

**Email:** nancyperfect@fakemail.com

**Notice period:** 1 Month

**Current Location:** London

**Nationality:** British

**Do you own your own car or motorbike?** Yes - Car

**Full Date of Birth (XX/XX/XXXX):** 29/01/1988

**Skype Address:** NancyPerfect

**Do you have FaceTime?** Yes

**Languages Spoken:** English

**Do you have any criminal convictions or cautions (if yes to either spent or unspent ones, please give details)?** No

**Do you have a current DBS (criminal background check)?** Yes

**Do you consider yourself to have a disability - if so please explain?** No

**Do you hold a car licence?** (Yes: Manual / Automatic or No): Yes - Manual

**Do you have a First Aid Certificate:** Yes

**What is your gender?** Female

**Marital Status:** Single

**Do you have any Children (how old are they and do they live with you?)** 2, 8 and 6 and yes they live with me.

**Passport Nationality:** British

**Do you have any pets that you would require to bring with you to your position (if yes, please expand on the details of the animal(s)?** Yes - Labrador

**Do you have any pre-booked holidays/studying/appointments (that last more than 1 day) in the next year that you will require time off from your new job to attend (if yes please state all the dates)?** No

**What is the reason you are leaving you current position?** The children are growing up and don’t need me full time.

**What is your religion?** Christian

**Do you smoke?** No

**If you do not hold an EU passport/ID do you have a working VISA (for the country you are applying to work in)?** British

**Live in or Live out preference (or both):** Both

**What is your current salary package in GROSS (this is kept confidential and used only for the notes on your file).** £25,000

**What is your desired salary package in GROSS (this is kept confidential and used only for the notes on your file):** £30,000

*Nancy is a considerate, assertive and well-organised housekeeper with seven years’ experience working in private homes. Nancy can learn new skills quickly and effectively, and enjoys working in a team capacity but is equally capable of using her own initiative where required. She has worked with VIP and HNW families in Saudi, Germany and the United Kingdom and is now looking for her next position.  She prefers to stay in long-term positions and is both flexible and adaptive in her approach.  Highly educated at degree level, she prides herself in her attention to detail, flexibility and the way she integrates with each family she works for.  Nancy is very hard working and always maintains enthusiasm because she loves what she does!*

**Work Experience**

**May 2008 - Present**

**Full time Housekeeper**

**Mayfair, London**

I worked for a family of three in London for 8 years.  They had three boys aged 4, 5 and 7.  I helped the parents with all aspects of family life, from cooking through to care of the home. My duties included vacuuming, mopping, dusting, laundry, ironing, polishing, clothing repair, and shoe polishing. I managed all aspects of the house, keeping it tidy and clean to the highest standard. I ran errands for the family and walked the dog when needed. I packed and unpacked for the family and had an eye for detail throughout my role.

**Reason for leaving:** The family emigrated

**March 2004 – May 2008**

**Full time Housekeeper**

**Hampstead, London**

I worked for a family of three in London for 8 years.  They had three boys aged 4, 5 and 7.  I helped the parents with all aspects of family life, from cooking through to care of the home. My duties included vacuuming, mopping, dusting, laundry, ironing, polishing, clothing repair, and shoe polishing. I managed all aspects of the house, keeping it tidy and clean to the highest standard. I ran errands for the family and walked the dog when needed. I packed and unpacked for the family and had an eye for detail throughout my role.

**Reason for leaving:** The family emigrated

**December 2000 – March 2004**

**Full time Live In Housekeeper**

**Riyadh, The Kingdom of Saudi Arabia**

I worked for a family of three in London for 8 years.  They had three boys aged 4, 5 and 7.  I helped the parents with all aspects of family life, from cooking through to care of the home. My duties included vacuuming, mopping, dusting, laundry, ironing, polishing, clothing repair, and shoe polishing. I managed all aspects of the house, keeping it tidy and clean to the highest standard. I ran errands for the family and walked the dog when needed. I packed and unpacked for the family and had an eye for detail throughout my role.

**Reason for leaving:** The family emigrated

**March 1998 – December 2000**

**Full time Housekeeper with childcare duties**

**New York, USA**

I worked for a family of three in London for 8 years.  They had three boys aged 4, 5 and 7.  I helped the parents with all aspects of family life, from cooking through to care of the home. My duties included vacuuming, mopping, dusting, laundry, ironing, polishing, clothing repair, and shoe polishing. I managed all aspects of the house, keeping it tidy and clean to the highest standard. I ran errands for the family and walked the dog when needed. I packed and unpacked for the family and had an eye for detail throughout my role.

**Reason for leaving:** The family emigrated

**Education/Qualifications**

Leeds University Childcare 1st Degree – 1993-1996

St Mary’s Girls School, London – 1980-1993

First Aid

Clean DBS

Advanced certification in childcare and babies