

**CIMA CAREER PROFILE**
**SECTION 2 – EMPLOYMENT SUMMARY**

| Name of applicant |         |  |         |                 |                                | Employees in the company |                       |                  |                     |                                       |       | Number of months gained in each area |      |  |
|-------------------|---------|--|---------|-----------------|--------------------------------|--------------------------|-----------------------|------------------|---------------------|---------------------------------------|-------|--------------------------------------|------|--|
| Date from         | Date to | Total no of months and part time or full time employment | Company | Business sector | Approx annual turnover (£'000) | Total no. emps in Co.    | No. emps In your dept | No. rpt'g to you | Your position/title | Job title of person you report(ed) to | Basic | Core                                 | Supp |  |
|                   |         |  |         |                 |                                |                          |                       |                  |                     |                                       |       |                                      |      |  |
|                   |         |  |         |                 |                                |                          |                       |                  |                     |                                       |       |                                      |      |  |
|                   |         |  |         |                 |                                |                          |                       |                  |                     |                                       |       |                                      |      |  |
|                   |         |  |         |                 |                                |                          |                       |                  |                     |                                       |       |                                      |      |  |
|                   |         |  |         |                 |                                |                          |                       |                  |                     |                                       |       |                                      |      |  |
|                   |         |  |         |                 |                                |                          |                       |                  |                     | <b>Total</b>                          |       |                                      |      |  |

**Note:** If any of your employment (e.g. hairdresser) does not count as relevant work experience, you need only complete the first five columns for that period of employment, i.e. dates (to and from) and the type of work you were doing and your position. Please also ensure that the number of months gained across the basic, core and supplementary areas does not exceed the number of months spent in each role. Please indicate if your employment is full time or part time in column three, e.g. 24 (PT) or 24 (FT)

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|                   |         |  |         |                 |                                |                          |                       |                  |                     |                                       |       |                                      |      |  |
|                   |         |  |         |                 |                                |                          |                       |                  |                     |                                       |       |                                      |      |  |
|                   |         |  |         |                 |                                |                          |                       |                  |                     |                                       |       |                                      |      |  |
|                   |         |  |         |                 |                                |                          |                       |                  |                     |                                       |       |                                      |      |  |
|                   |         |  |         |                 |                                |                          |                       |                  |                     | <b>Grand Total</b>                    |       |                                      |      |  |

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