**Personal Profile**

Passport photo

name: Max Mustermann

date of birth: February 22, 1995

address: Musterstrasse 25

12345 Musterstadt

Germany

phone numbers: home: +49-5246-987654

cell phone: +49-1577-1234560

e-mail address: max.mustermann@gmx.de

facebook name: Maxi Muster

ICQ number: 123-123-123

Skype name: maximilian295

family: father: Hans Mustermann (42), accountant

phone at work: +49-5246-987654

cell phone: +49-1577-1234561

e-mail address: hans.mustermann@gmx.de

mother: Liese Mustermann (44), homemaker

phone at work: +49-5246-987654 (see above)

cell phone: +49-1577-1234562

e-mail address: liese.mustermann@gmx.de

siblings: Joseph (brother, 27), student of business studies

Maria (sister, 19), sales manager

Fritz (brother, 5)

school: 9th year (9b) at Evangelisches Gymnasium Werther / Gymnasium Verl

special skills: computer science (web design), playing the trumpet (school orchestra), driving a tractor (our neighbor has a farm), drawing (comics), physics (member of our school space club)

languages: German (mother tongue), English (7 years), French (4 years)

jobbing: private tutoring for younger children (for 2 years now), stacking shelves in a local supermarket (in the summer vacation)

chores at home: walking the dog (twice a day), cutting the lawn (weekly), gardening with my mum in the summer, snow plowing with my dad in the winter

hobbies: soccer (in a local club), BMX biking, reading adventure books, playing with my little brother Fritz

health: very good health but allergies against bee venom and cats

pets at my home: Jerry, a 5-year-old blonde Labrador (my best friend!)

Minka, my sister's cat

eating (dis)likes: Generally I eat everything, spaghetti and pizza are my favorites but I do not exactly like beans.

Please note that

* the passport photo must show your face clearly (no sunglasses, no headgear, no hard shadow), be well-sized, and electronically attached (not glued on, cf. example).
* all the e-mail hyperlinks must be de-activated, i.e. neither be blue and underlined, nor function as links!
* it must be indicated if parents are divorced or separated, if one parent is unknown or dead etc.; in these cases the above scheme has to be altered accordingly!
* the above-mentioned categories that do not apply to one's own case, should be left out instead of including them tagged with "does not apply", "---" oder "none".

Bitte beachten Sie, dass

* das Passbild das Gesicht deutlich zeigen (keine Sonnenbrille, keine Kopfbedeckung, kein Schlagschatten), ausreichend groß und elektronisch eingefügt sein muss (nicht aufgeklebt, vgl. Muster).
* alle E-Mail-Hyperlinks deaktiviert sein müssen, d.h. weder blau und unterstrichen sind, noch als Links funktionieren!
* angegeben werden muss, wenn die Eltern geschieden sind oder getrennt leben, wenn ein Elternteil unbekannt oder verstorben ist usw.; in diesen Fällen ist das obige Schema entsprechend zu verändern!
* die oben genannten Kategorien, die für den eigenen Fall nicht zutreffen, einfach weggelassen werden sollten, anstatt sie aufzuführen und mit Angaben wie "trifft nicht zu", "---" oder "keine" zu versehen.