

# JOE CITIZEN

PLEASE USE THIS EXAMPLE OF A RESUME TO BE A GUIDE LINE IN PRESENTING YOUR RESUME TO THE INTERNATIONAL SUPER YACHT STANDARD

**ADDRESS:** P.O. BOX 25  
MACHANS BEACH  
CAIRNS, AUSTRALIA

4878

**PASSPORT NO:**

**NATIONALITY:** NEW ZEALANDER

**D.O.B:** 3/09/1971

**Current Location:** Cairns, Australia

**CONTACT:** + 61 (0) 7 4041 7243

+ 61 (0) 4077 89527

**VISA:** B1/B2 (how long it is valid for)

**ENG 1 medical:** (how long it is valid for)

**E-MAIL:** [info@crewpacific.com.au](mailto:info@crewpacific.com.au)

**LANGUAGES:** ENGLISH

**MARITAL STATUS:** SINGLE



Please use your own photo

## Objective:

No more than 50 words, about where you see yourself heading and what position you want to hold? Goals are very important

Interests: Swimming, diving etc...

## Maritime Qualifications:

Name the certificates you hold in the Maritime Industry and what dates you completed them and where. If you hold any STCW95 courses please state, which date you completed them and where and if it has a MCA Endorsement or AMSA endorsement.

## Maritime Experience:

1. The first line is required to be in bold and in Capitals, with details such as; **Name of Yacht, Size of Yacht, Date you started and finished, with month and year** (Add whether it is a Motor Yacht or Sailing Yacht) example M.Y. Kokomo II or S.Y Kokomo
2. Position you held
3. Location of yacht
4. Duties you completed while on board yacht. No more than 50 words

## **THIS IS AN EXAMPLE:**

**M.V KOKOMO II 35M**

**HEAD STEWARDESS**

**Month/year    Month/Year**  
**JAN 1999 – JULY 2002**

**LOCATION:** South Pacific

**DUTIES:** Attended to guests needs, Personal assistant too Captain and owner; completed all interior Detailing, table service, stocktaking, laundry formalities and some crew cooking involved.

## Other Qualifications:

1. Name of Certificates, dates completed and where

**Other Experiences:**

**Please follow same example as above for Maritime Experience**

**Referees:**

**At least three referees are required.**

- Name of Company or Vessel
- Name of Captain or Manager
- Phone numbers with International Codes such as + 61 (0) 7 4041 7243 or + 61 (0) 407789527
- E-mail Addresses must be supplied
- Crew Pacific requires two written references scanned and saved into a JPEG format and no larger than 250kb's in size.

**You need to provide as well:**

- **TWO WRITTEN REFERENCES THESE NEED TO BE SCANNED IN JPEG AND NO LARGER THEN 250KB'S IN SIZE.**

**NOTE:** Your resume should be no more than 2-3 pages long and no more than 250kb's in size, with you photo on resume. This is due to sitcom costs. Crew Pacific requires you to e-mail your resume to [info@crewpacific.com.au](mailto:info@crewpacific.com.au) or [crew@crewpacific.com.au](mailto:crew@crewpacific.com.au) as this entitles us to down load it into our placement files.

**NO CERTIFICATES NEED TO BE PROVIDED THESE SHOULD BE ON YOUR RESUME.**

Crew Pacific strives to maintain the highest standards. As a professional organization we require a minimum entry standard therefore please ensure all requirements listed on the 'Resume' procedures are fulfilled.