**T-level Placement Profile**

**This document is designed to replace a traditional CV and should give employers a better understanding of who you are as an individual.**
**It should be specific and tailored to your T-level placement.**
Please copy and paste the below into a new word document, fill out each section as best you can, **use your own words!** Save it and make sure you have an electronic copy with you when you start so we can check it with you. Don’t forget to delete everything above the red dotted line when you’re done!

Please name the file with the following format: surname\_initial\_digital\_profile
eg: Long\_B\_digital\_profile

Important! Read through your profile and get a friend or family member to check it before sending.
Have you:
Checked for basic spelling errors?
Included your current course?
Added any work experience?
Explained why you are interested in your subject area?
Told the employer about any relevant skills and how you have developed them?
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**Your Name and pronouns:**
Currently studying: T-level Computing and the Digital Environment (2025 – 2027)

**Introductory sentence**: EG: I am currently looking for a placement within an IT department that would allow me to develop the skills and knowledge I am learning on my course.
**Say which areas are you interested in and mention career aspirations** Eg: I would like a placement which involves some coding as my ultimate goal is to become a developer. However, I understand that a broad skill set would be an advantage to me, so I am keen to learn about all areas of the digital market and would be open to a different kind of placement.
**Say what you have learnt or will be learning on your course:** Eg: I am learning about software design and development by…
**What are your strengths or what can you tell an employer that will impress them or show you are motivated and interested?**Eg: My course uses Python for coding, but I have taught myself other languages such as…
**If you have completed an employer set project, you could mention this. – If it is early in your course, you can say what you WILL be covering – ask your tutor or progress coach if you are not sure.

Work experience:**If you have a job please say where you work and when you started.
List other jobs you have had in date order (most recent first)
If you have never worked just leave this section off. **Education:**Put your secondary school’s name and list the subjects you studied, with your grades.
Please list the most relevant subjects first.
You must list English and Maths but if you have a qualification that is NOT relevant and you did not get a good grade in this, think carefully about whether you want to include this or not. **Hobbies and Interests or Other relevant information:**You may have discovered a passion for computing whilst on a school trip or through speaking to a family friend! – you could mention this as well as any hobbies as it will give you an easy talking point in any interviews.
Your hobbies do not have to be related to the placement but it is good to mention any coding languages that you learn in your spare time etc.