

**Antonia Wellenreuter**  
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Nationality: German

### Objective

A work placement at an **arts centre** in which I can implement and expand my teaching experience.

**Kommentiert [BO1]:** Make sure to use the right spelling. In this case centre (BrE) vs center (AmE). If you prefer a different variety, make sure to still be consistent throughout your whole application! C.f. below: no capitalisation at the beginning of bullet points (UK) vs capitalisation (US)

### Key skills and experience

- extensive knowledge of art and art history
- experience as English tutor and learning strategies trainer for diverse learner groups in Germany and Singapore
- strong interpersonal and communicative skills in both English and German developed through my teaching experience and work as a tour guide in Bamberg

### Education

10/20XX – present	<b>Master's degree in Art History, English Literature and English Language, University of Munich, Germany</b> Expected graduation: July 20XX Expected grade: 2 (approximately equivalent to a good second class master's degree)
10/20XX – 06/20XX	<b>Theological studies at London Bible College</b> (Affiliated with Brunel University, London)
10/20XX – 07/20XX	<b>Studies in Theology and English, University of Bamberg, Germany</b> <i>Zwischenprüfung</i> : grade 2 (approximately equivalent to an upper second-class bachelor's degree)
06/20XX	<b>Abitur</b> (approximately equivalent to A-levels) Average grade: 2.2 (approximately equivalent to an overall "B" grade at A-level) Max-Planck-Gymnasium; Heidenheim; Germany

**Kommentiert [BO2]:** List the latest dates first and the oldest last. Same for the *Experience* section.

### Experience

01/20XX – present	<b>Assistant at the Mantz Gallery of Contemporary Art, Munich</b> <ul style="list-style-type: none"><li>• Responsible for opening and closing the gallery on Sundays and ensuring the safety of the collection</li><li>• <b>Attending to visitors and answering questions about the collection</b></li></ul>
10/20XX – present	<b>Tutor at Schülerhilfe, Munich</b> <ul style="list-style-type: none"><li>• Tutoring pupils (aged 6-18), especially in English and Latin</li><li>• Developing and supervising long-term strategies to improve individual learning skills</li></ul>

**Kommentiert [BO3]:** Explain your tasks at the occupation, try formulating them in a way that supports your qualification for the job you are now applying for.

07/20XX – 07/20XX

**Tour guide for Regio Bamberg GmbH**

- Developed tours to meet individual customer requirements
- Conveyed historical knowledge in an entertaining way both in English and German
- Established good relationships with visitors

07/20XX - 10/20XX

**English Teacher, English Language School, Singapore**

- Taught English to a broad range of learners of English, including school children, housewives and business people

**Additional skills**

*Languages:*

German (native)  
English (fluent)  
French (good working knowledge) Italian (working knowledge)  
Latin and Greek (for research purposes)

*Computer skills:*

Basic computer skills (MS Word)

**Interests and activities**

Sport (karate, swimming, tennis)  
Foreign travel (Europe, Asia)

**Memberships and affiliations**

Founding member of a monthly literature club at the Department of English, Munich University