

Language user's portfolio

Use this document to present your language skills for career purposes. If you know several languages, you may describe them all, or select one.

Language user's name:

Language and [CEFR level](#):

language	CEFR level
language 1	B2
language 2	B1

Tagline: add here a concise but catchy summary

Evidence:

List here relevant certificates, diplomas or completed courses.

Skills:

List here what you are able to do in a given language. Divide these sections into sub-skills: reading, writing, listening and speaking. For example:

Reading: I can follow most administrative communication.

Speaking: I can participate in breakroom chatting. I can take orders on the telephone.

Experience:

In this section, describe your experience with learning the language. Describe important events that impacted your learning, like communication successes, or setbacks. You may use a CV-style timeline.

Vision and development:

If your skills are still developing, use this section to describe your learning objective and what steps you are taking to achieve it. You may also use this skills to describe the type of workplace environment that will make you thrive.

Language portrait

Copy this image to a graphic editor. Using different colours, mark the position of languages in your life on the silhouette, which represents your body. Feel free to personalize the silhouette. Explain the meaning of colours and places in the legend below.

Legend

