



PEP



GUARDIOLA



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LINKEDIN.COM/PEP



123 ROAD NAME, TOWN, UK

KEY SKILLS

- CLARITY IN COMMUNICATION
- WELL DRESSED
- TACTICAL ANALYSIS
- TACTICS BOARD MANAGEMENT
- FLUENT IN SPANISH & ENGLISH

CLUB VISITS

- MAN CITY - 2020
- BARCELONA – 2019
- SHEFFIELD UNITED - 2016

SUMMARY

THIS SECTION SHOULD CONTAIN A SHORT PARAGRAPH ON YOUR BACKGROUND, CHARACTER, AND AMBITIONS. USE IT AS A CHANCE TO MAKE AN IMPACTFUL FIRST IMPRESSION AND TRY TO AVOID CLICHÉS WHERE POSSIBLE. THE AVERAGE JOB ADVERT IN FOOTBALL/SOCCER RECEIVES OVER 100 APPLICANTS, ALL OF WHOM NEED TO BE QUICKLY FILTERED DOWN TO A SHORTER LIST.

HEAD COACH

EDUCATION & TRAINING

UEFA PRO LICENCE

ISSUED 2017 | SPANISH F.A.

UNIVERSITY DEGREE IN POSITIONAL PLAY

2:1 ACHIEVED 2020 | JOHAN CRUYFF INSTITUTE

CAREER SUMMARY

JOB TITLE HERE

CLUB/COMPANY NAME / 2020 - PRESENT

DESCRIPTION OF MAJOR ACHIEVEMENTS, RESPONSIBILITIES AND SKILLS THAT WILL BE MOST RELEVANT AND TRANSFERRABLE TO THE NEW ROLE YOU'RE SEEKING. THIS CAN BE A WRITTEN PARAGRAPH WITH SHORT SENTENCES OR A SERIES OF BULLET POINTS.

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CERTIFICATES

- FIRST AID QUALIFIED
 - DRIVING LICENCE
 - APFA OPPOSITION ANALYSIS
 - APFA POST-GAME ANALYSIS
 - ANYTHING ELSE 'SECONDARY'
- TO MAJOR QUALIFICATIONS

REFERENCES

REFERENCE NAME
JOB TITLE

COMPANY/CLUB

T: 123456789

E: EMAIL@GMAIL.COM

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MAJOR ACHIEVEMENTS

ACHIEVEMENT TITLE HERE

CLUB/COMPANY NAME & DATE

SHORT DESCRIPTION OF THE ACHIEVEMENT AND HOW IT BENEFITED THE CLUB/COMPANY YOU WORKED FOR

ACHIEVEMENT TITLE HERE

CLUB/COMPANY NAME & DATE

SHORT DESCRIPTION OF THE ACHIEVEMENT AND HOW IT BENEFITED THE CLUB/COMPANY YOU WORKED FOR

TESTIMONIAL

PERSON NAME

TITLE & RELATIONSHIP

A TESTIMONIAL FROM A HIGH-PROFILE OR WELL RESPECTED PERSON WITHIN THE INDUSTRY CAN HAVE A VERY POWERFUL IMPACT ON AN EMPLOYER. CONSIDER ASKING FOR ONE IF YOU HAVE AN APPROPRIATE PERSON WILLING TO WRITE ONE.



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HEAD COACH

JANUARY 1ST, 2023

HEAD COACH POSITION OPENING

A WELL-WRITTEN COVER LETTER CAN BE A POWERFUL TOOL FOR LANDING AN INTERVIEW. BY FOLLOWING THESE GUIDELINES, YOU CAN CRAFT A LETTER THAT EFFECTIVELY SHOWCASES YOUR QUALIFICATIONS AND DEMONSTRATES YOUR INTEREST IN THE POSITION.

ADDRESS THE HIRING MANAGER: TRY TO FIND THE NAME OF THE PERSON WHO WILL BE READING YOUR COVER LETTER AND ADDRESS THEM DIRECTLY. IF YOU CAN'T FIND THEIR NAME, USE A GENERIC SALUTATION SUCH AS "DEAR HIRING MANAGER".

OPEN WITH A STRONG INTRODUCTION: START WITH A STRONG OPENING THAT GRABS THE READER'S ATTENTION AND EXPLAINS WHY YOU ARE THE IDEAL CANDIDATE FOR THE JOB.

HIGHLIGHT YOUR RELEVANT QUALIFICATIONS: IN THE BODY OF THE LETTER, EXPLAIN WHY YOUR SKILLS AND EXPERIENCE MAKE YOU THE BEST CANDIDATE FOR THE JOB. USE SPECIFIC EXAMPLES TO ILLUSTRATE YOUR POINTS AND EXPLAIN HOW YOUR QUALIFICATIONS MATCH THE REQUIREMENTS LISTED IN THE JOB DESCRIPTION. THE LAST THING SOMEBODY WANTS TO READ IS A LETTER THAT FEELS LIKE IT'S BEEN COPIED AND PASTED.

CLOSE WITH A CALL TO ACTION: END THE LETTER BY EXPRESSING YOUR ENTHUSIASM FOR THE OPPORTUNITY TO MEET WITH THE HIRING MANAGER FOR AN INTERVIEW. THANK THEM FOR THEIR TIME AND CONSIDERATION,.

PROOFREAD: BEFORE YOU SUBMIT YOUR COVER LETTER, BE SURE TO CAREFULLY PROOFREAD IT FOR ANY TYPOS, GRAMMATICAL ERRORS, OR OTHER MISTAKES THAT COULD DETRACT FROM YOUR PROFESSIONALISM.