

# Creating a Stand Out CV





# Essential Tips to Get Noticed

## **Be Unique**

Tailor your CV to the job or client you are applying for. Customise your content to match the specific requirements and expectations outlined in the job description (JD).

# **Highlight Relevant Skills**

Read the job description carefully and make sure to emphasise the skills that are required or expected. Show how your abilities align with the job's needs.

### **Focus on Achievements**

Always write about your accomplishments and summarise your value as an employee. Highlight the impact you've had in previous roles.

### **Provide Evidence**

Back up your statements with facts or experiences. Use quantifiable data and real examples to demonstrate your successes.

# Reassess Your Job Search Strategy

If you've been sending out dozens of applications and cover letters with little success, it may be time to reassess your approach. Applying for positions that aren't a good fit can waste both your time and the employer's.

## **Target the Right Positions**

Focus on jobs that align with your skills, experience, and career goals. Tailor your CV and cover letter to each application, showcasing your relevant qualifications and achievements.

### **Network and Reach Out**

Don't hesitate to network and contact recruiters for help. Building connections can open doors and provide valuable insights into the job market.

### Aim for a Good Fit

The goal of your job search is to find a position that is a good match for both you and the employer.

Applying to relevant jobs increases your chances of finding a role you will enjoy and excel in.







### Take Control of Your Job Search

It's time to take control and find the career you deserve. Be proactive, strategic, and focused in your job search efforts.

# Seek Help When Needed

If you need any help or advice on your job search, please don't hesitate to reach out. Support is available to help you find your next role and achieve your career goals.

By following these tips, you can create a standout CV that captures the attention of employers and helps you secure your desired job. Good luck!