



KEY POINTS TO CONSIDER IN THE PREPARATION OF YOUR CV

01 Identify the keywords from the job posting

Identify the relevant keywords for the company or job you are applying to and make sure to include them in your CV. Many hiring systems, such as Applicant Tracking Systems (ATS), scan for these keywords.

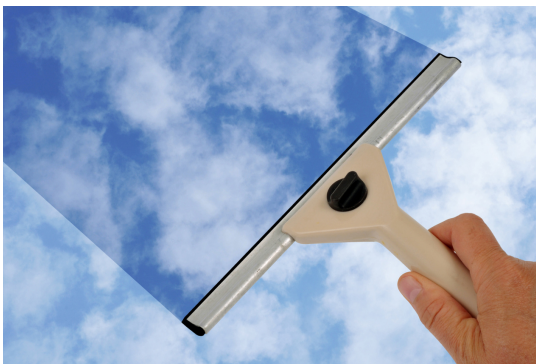


02 Tangible results with quantifiable achievements

Instead of just describing your responsibilities, highlight specific and quantifiable achievements. For example, instead of stating 'increased sales' you could say 'increased sales by 20% in the first quarter of 2023'.

03 Focus on relevant skills

Prioritize activities and achievements directly related to the responsibilities of the position you are applying for. Ensure to emphasize skills and experiences most relevant to the specific job, highlighting your suitability for the role.



04 Clear and tailored design

Design your CV attractively and for easy readability. Use a clean format, organize information logically, and employ legible fonts. Ensure to tailor the style according to the preferences of the position and the company, as it is the first impression for recruiters.