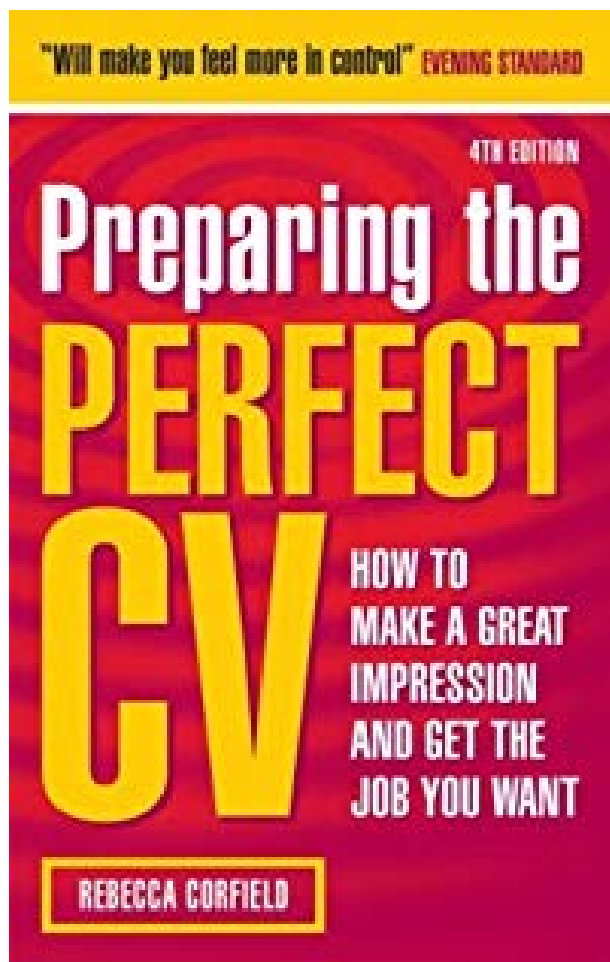


Preparing the Perfect CV: How to Make a Great Impression and Get the Job You Want



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Every job hunter needs an impressive CV that describes their educational and professional history. A well-prepared and individually tailored CV is invaluable and can greatly improve a candidate's chances of getting the job they want. "Preparing The Perfect CV" provides all the answers about where to start. This bestselling guide will be welcomed by job-seekers of every age and calibre, from school leavers to those wishing to return to work after a career break. It demonstrates how different CVs can perform better at different levels of ability and types of work. It analyses the content and presentation of a well-prepared CV, using examples to demonstrate what an asset a good CV can be. It comes complete with new CV templates to get readers started and a comprehensive checklist of dos and don'ts.