

This is how your CV must look like before you send it to us

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Job Application Curriculum Vitae (CV)-Download Template. The worst part comes when you think you've finally got a great CV, but you're still not getting any interviews.

Wouldn't it be great if you could find a way to create a CV that would get you an interview almost EVERY time?

Is it possible?

They'll prove useful no matter if you have no experience and want to write your first CV, or if you're a professional who wants to know how to write a CV that stands out.

There are three types of professional CV formats:

Reverse-chronological

1. Combination
2. Functional or "Skills-based CV"

Most job seekers choose the **reverse-chronological** CV format.

1. What does a CV look like?

a) CV Summary or Objective

2. What to put on a CV?

What about the other two formats?

Combination Format

Who's it for? Highly skilled professionals with tons of skills and experience.

What is it? A format for those who want to build a skills-oriented CV.

Functional Format

Who's it for? No one.

Why?

The layout emphasizes your skills rather than your experience.

The downside?

Your skills are not reinforced by the proof of your experience.

Well, you know that contact information comes first. But what's next?

The best way to start any killer CV is by introducing yourself.

Recruiters are looking for very specific information, and they're only going to look for it in the top third of your CV. If you don't nail it – game over.

That's why a creative CV summary or objective can save the day.

Here's what a [sample CV looks like](#) when it's written in the reverse-chronological format.