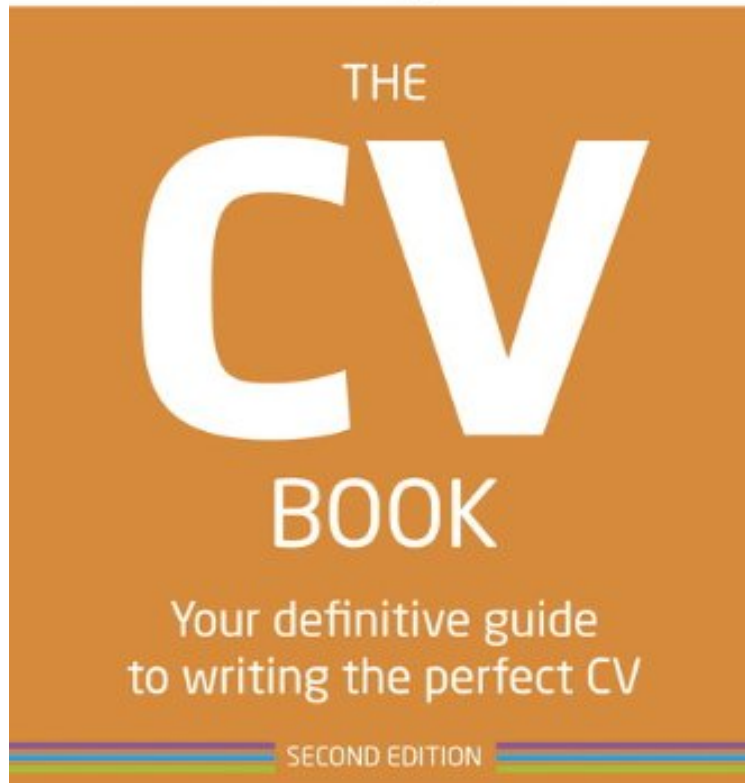


The CV Book 2nd edn: Your definitive guide to writing the perfect CV (2nd Edition)

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James Innes : The CV Book 2nd edn: Your definitive guide to writing the perfect CV (2nd Edition) before purchasing it in order to gage whether or not it would be worth my time, and all praised The CV Book 2nd edn: Your definitive guide to writing the perfect CV (2nd Edition):

0 of 0 people found the following review helpful. I read the book and I created my CVBy JSK DabrowskiSo after buying this book a few months ago I got down to reading it and putting into practice and build my own CV. Note that

this book is for the UK market as it focuses on writing a CV as opposed to a Resum. I recently moved to the UK and am looking for work here. What I did not realise was the difference in how a CV is put together compared to other countries. What one must appreciate that when applying for a position typically the person reading a CV does so anywhere between 6 to 30 seconds (as quoted by a variety of websites and sources) this does not leave the prospective job seeker with much room to make an impression - which is why I purchased this book. This is a very practical guide to writing a CV and provides a host of tips and ideas on writing a CV. The writing is clear and easy to read and the concepts are easily consumed. The book is well structured and breaks writing down the CV very well. It does not dwell on the theory but gets straight into the detail of putting a CV together. I found that I was able to put my CV together while following each section of the book. The book also provides some insights into the importance of writing a good cover letter which is time consuming, but quite important. It also goes into some length about doing tailoring to both the CV and the cover letter when applying for different positions - highlighting that a one size does not fill all. Hunting for work is unfortunately also work and as such needs to be done right. The book also provides the following: a guide to applying for jobs online how linkedin plays a role in the process a good variety of templates and examples. Finally the book is littered with common errors and mistakes that people make on their CV. Some of these are presented as real bloopers of people who really not thought much about what they put in their CV. These are put in as light humour throughout the book. This helps as writing a CV can be quite stressful especially if you, like me, have not done it for some time. The author James Innes has put together a great guide on how to write a CV and one I would recommend that you pick up if you are putting a CV together. I have now updated my CV and sent it out. I hope it gets the desired results - time will tell. 0 of 0 people found the following review helpful. Yet Another Grand Slam! By Deborah La Rue Yet another grand slam! James Innes is an inspired writer and has made the task of writing a resume/CV much more understandable and enjoyable. Like I ever thought that was possible. This is a must have as a reference source. Mark it up and drink in the words and direction. You will soon understand why I believe that this is his best work. 0 of 0 people found the following review helpful. Brilliant By Louis De Bear I had not written a CV in a very long time. Working in the USA, I had become used to writing Resumes, if I needed to explain my qualifications. Resumes are one page summaries and are completely different to CV's. I bought this book on the strength of the other reviews on and all I can say it is very very good. It is simple to follow and it guides you through the whole process effortlessly. After 2 days of reading and writing, my new CV was indistinguishable from what I had sent out before. In this decade, you can have 100's of people applying for the same job. This book will help give your CV an edge over so many poorly written efforts sent by other people. Whilst I am sure my CV could still do with a bit more tweaking, it really is a marketing document that sets out my skills, achievements and my job objectives in a very clear and easy to understand way. I highly recommend this book to anyone wanting to create a better CV.

The best and most up-to-date guidance available on writing and presenting the perfect CV is back in a new edition. This is the most definitive and well-researched guide to planning, writing and presenting compelling CVs to maximise your chances of getting an interview. The guidance in this book has been tried, tested and honed to perfection. The unique content includes a chapter on avoiding the most common CV mistakes, which only a few of the very best CVs actually manage to do. Written by the CEO of the UK's leading CV consultancy service, James Innes, the book is supported by exclusive online tools and bonus content including sample CV templates to help you target your CV to the specific industry you're applying to.

From the Back Cover Your CV has less than 30 seconds to win you an interview. With hundreds of CVs sent through for any one job vacancy, your CV has to work hard to stand out. You need to know what the recruiter wants to see and how to say it, fast. Your CV needs to be exceptional, and James Innes, who runs one of the most successful CV writing companies in the UK, is just the person to help you. The CV Book brings together years of research and experience to reveal the secrets behind the most successful CVs. You'll find out all the insider tips and winning methods to make sure your CV never fails to impress. You'll discover: * exactly what you need to say and how to say it * how to build a CV step-by-step * the 15 most common mistakes and how to avoid them * five easy ways to make your CV really stand out The CV Book has full online support CV templates, CV tools and reader offers all available through The CV Centre online at www.ineedacy.co.uk/readertools. No matter what your age, background, job or level of experience, The CV Book will help you create an outstanding CV. About the Author James Innes is the Founder and Chief Executive of The CV Centre the UK's leading CV consultancy. Following more than a decade of experience heading up The CV Centre, James is now widely considered to be one of the UK's leading careers experts. He regularly participates at recruitment fairs and conferences as a sought-after guest speaker, as well as being interviewed on TV and radio. The CV Book sits alongside James's other careers publishing which include the bestselling The Interview Book and The Interview Question and Answer Book both published by Pearson.