

| Registration No: | Photograph   | Education Details  | Technical Skills  | Project Details   | General Comments   |
|------------------|--|--|---|---|--|
| 2012IS003        | Better if u can enhance the photo size and use a clear photo which highlights your face. | <ol style="list-style-type: none"> <li>1. Better if you can put the year of the qualification at the end.</li> <li>2. Mention your degree and current GPA first. Then A/L results. After that O/L and other diplomas.</li> </ol>   | You haven't mentioned any technical skills as you are applying for an IT related job. | <ol style="list-style-type: none"> <li>1. Mention the technologies used for the project and the role play if it is a group project.</li> </ol>  | <ol style="list-style-type: none"> <li>1. No need of Curriculum Vita. Start with your name in a larger font. Header is OK.</li> <li>2. Put Academic project section before Honours and awards section. If you like it is ok to put it after the objective too.</li> <li>3. Put the working address of the referees and mention the long name of UCSC.</li> <li>4. No need to put a declaration unless you provided false information. Omit it.</li> <li>5. Create a LinkedIn profile and add the URL of it to the header. It brings a value to you.</li> <li>6. Use the year at the end in the information</li> <li>7. Your CV is in letter size. Make it for A4 size. It will provide more space for you.</li> <li>8. Submit a pdf version of your cv whenever someone request it.</li> </ol> |
| 2012IS005        | Better if you can add a photo of you.  | <ol style="list-style-type: none"> <li>1. Mention the current GPA if you can find it.</li> <li>2. Avoid the word 'I am '. Just start the sentence as 'Following'</li> <li>3. Mention the subjects you followed for A/Ls with Zscore and no need to put the subjects you followed for O/L's.</li> </ol> | You haven't mentioned any technical skills as you are applying for an IT related job. | <p>You haven't mentioned any projects that you have done during the university life. This is ridiculous. Main thing software companies are looking is this. Please add project details.</p> | <ol style="list-style-type: none"> <li>1. Use a good CV template for your CV.</li> <li>2. Avoid the word 'I am '. Just start the sentence as 'Following'</li> <li>3. Create a LinkedIn profile and add the URL of it to the header. It brings a value to you.</li> <li>4. Your referee Shiromi madam's name's spellings are wrong. Recheck it. No need to put Dr. (Mrs). Just put Dr.</li> <li>5. No need to put a declaration unless you provided false information. Omit it.</li> <li>6. Your CV is in letter size. Make it for A4 size. It will provide more space for you.</li> <li>7. Submit a pdf version of your cv whenever someone request it</li> </ol>  |
| 2012IS017        | Make the photo little bit large. Looks ok  | Looks ok.  | Put a separate topic as Technical skills and add facts from 2 skills you              | Bring project experience section just after the professional experience and before skills.  | <ol style="list-style-type: none"> <li>1. Try to limit your cv to 2 pages. You can easily do that by removing unnecessary details like personal details at the bottom. Put them in the header.</li> <li>2. Create a LinkedIn profile and add the URL of it to the header. It brings a value to you.</li> <li>3. No need to put a declaration unless you provided</li> </ol>  |

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|           |  |  | mentioned.<br>Make other skills as soft skills.                                       |  | false information. Omit it.<br>4. Put the date and a space for your signature. Company can see when you have last updated the CV from the date.  |
| 2012IS018 | Looks OK                                     | No one needs to know what are the subjects that you have followed for the university degree. Remove it.<br>2. Don't mentioned the projects you have done under 'Educational Qualifications. Put it as a separate topic as it is the most important thing that companies are looking for. | You haven't mentioned any technical skills as you are applying for an IT related job. | Put this as a separate topic.  | 1. 4 pages for CV is too much. You can easily minimize the CV for 2 pages by using a proper template.<br>2. No need of a 'Profile' section. Join the Objective and Profile section and write the Objective in a more effective way.<br>3. No need to repeat the personal details.<br>4. No need of Curriculum Vita. Start with your name in a larger font. Header is OK.<br>5. Put the LinkedIn as a URL. Just google how to do this.<br>6. No need to put a declaration unless you provided false information. Omit it. |
| 2012IS023 | Insert a photo. It brings a value to your cv | Mention your degree with your GPA as the first point in the educational qualifications. Then A/L's.  | This seems ok. Try to add more from your assignments                                  | 1. Mention the technologies used for the project and the role play if it is a group project. | 1. Try to minimize your cv to 2 pages. You can easily do that by omitting the unwanted details.<br>2. Try to put most of the personal details in the header. No need to repeat it.<br>3. No need of 'Curriculum Vita' header. Start with your name in a larger font as the header.<br>4. Create a LinkedIn profile and add the URL of it to the header. It brings a value to you.<br>5. No need to put a declaration unless you provided false information. Omit it.   |
| 2012IS025 | Photo is not clear. Add a clear photo.       | Mention the GPA if you can.  |   | 1. Mention the technologies used for the project and the role play if it is a group project. | 1. 4 pages for CV is too much. You can easily minimize the CV for 2 pages by using a proper template.<br>2. Your profile section is too lengthy. Minimize it to 4 or 5 lines. Better if you can write objective rather than a profile.<br>3. Try to write extra-curricular activities and interests in simple form. It will save your space.<br>4. No need to put a declaration unless you provided false information. Omit it.<br>5. Create a LinkedIn profile and add the URL of it to                                 |

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|            |   |   |   |   | <p>the header. It brings a value to you.</p> <p>6. Start with your name in a larger font as the header.</p> <p>7. Put the date and a space for your signature.</p> <p>Company can see when you have last updated the CV from the date.</p>   |
| 2012IS050  | Looks OK  | <p>1. Mention the GPA if you can.</p> <p>2. Mention A/L results, O/L and other academic qualifications also under the educational qualifications.</p> <p>3.</p> |   |   | <p>1. 3 pages for CV is too much. You can easily minimize the CV for 2 pages by using a proper template.</p> <p>2. Put the address in one line</p> <p>3. Put a topic as 'Objective' after the personal details.</p> <p>4. Create a LinkedIn profile and add the URL of it to the header. It brings a value to you.</p> <p>5. NEVER EVER say "Referees Available on request" ? It is your duty to provide all the needed information. Not theirs to ask. Please provide 2 non related referees.</p> <p>6. Your CV is in letter size. Make it for A4 size. It will provide more space for you.</p> <p>7. Submit a pdf version of your cv whenever someone request it.</p> <p>8. Put the date and a space for your signature.</p> <p>Company can see when you have last updated the CV from the date.</p> |
| 2012IS067  | Looks Ok.<br>Beeter if you can use a clearer photo. | Looks OK  | Looks OK.   | Mention the role you play in group projects.  | <p>1. Try to minimize your cv to 2 pages. You can easily do that by omitting the unwanted details and reducing the spaces.</p> <p>2. Short the LinkedIn URL. Just Google it and find the way.</p> <p>3. No need to put a declaration unless you provided false information. Omit it.</p>   |
| 2012IS0072 | Looks OK  | No need to mention about the subjects you have done for O/L's. Just mention how many A's and B's.   | Put the blue colour column to the 1 <sup>st</sup> page and use it for technical skills. You haven't mentioned any | Rather than putting projects done, put a topic like project experiences. And try to add more projects. Even from your assignments | <p>1. No need of current address. Companies know that you are staying around Colombo. Just put the permanent address.</p> <p>2. Create a LinkedIn profile and add the URL of it to the header. It brings a value to you.</p> <p>3. Put the topic as Professional Qualifications replacing Professional Studies.</p>  |

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|           |  |                                 | technical skills as you are applying for an IT related job.     | you can find few.                            | <p>4. Put the my skills in a shorter form rather than putting it in long sentences. Better you can put in the 1<sup>st</sup> column of 2<sup>nd</sup> page after the technical skills. Use the topic as soft skills.</p> <p>5. Try to put a lecturer of UCSC as a referee along with a referee.</p> <p>6. No need to put a declaration unless you provided false information. Omit it.</p> <p>7. Put the date and a space for your signature. Company can see when you have last updated the CV from the date.</p>  |
| 2012IS088 | Insert a photo. It brings a value to your cv | Add the current GPA if you can. | Looks OK. Better if you rename the section as technical skills. | Mention the role you play in group projects. | <p>1. 1. Try to minimize your cv to 2 pages. You can easily do that by omitting the unwanted details and reducing the spaces.</p> <p>2. No need of Curriculum Vita. Start with your name in a larger font. Put most of the personal details as the header. No need to repeat them.</p> <p>3. Try to add a referee from UCSC lecturer rather putting 2 from Galle.</p> <p>4. No need to put a declaration unless you provided false information. Omit it.</p> <p>5. Create a LinkedIn profile and add the URL of it to the header. It brings a value to you.</p> |