

CV Checklist & Feedback

Use the tick boxes to review their CV and leave further feedback in the box below.

Checklist	General Feedback
<ul style="list-style-type: none"><input type="checkbox"/> The CV is one single page.<input type="checkbox"/> It has a header which includes their name, contact details, a link to their LinkedIn profile, their GitHub, their website (if applicable) & online resume.<input type="checkbox"/> Their email address is professional and includes their name.<input type="checkbox"/> There is a professional yet friendly photo (optional).<input type="checkbox"/> The header includes the title of the job that they are applying for example, "Junior Software Developer" or "Entry-level Web Developer."<input type="checkbox"/> The Summary/ Intro/ About Me is brief and professional.<input type="checkbox"/> Work experience is added and includes company name, job title, date started/finished, and then a summary of the role finishing with bullet points with the technical skills (if any) used in the role.<input type="checkbox"/> Educational background is added, i.e, <i>CodeSpace Academy Software Development course</i>.<input type="checkbox"/> All technical skills are added i.e CSS, Javascript, and PHP, and rated proficiency in each skill.<input type="checkbox"/> All soft skills are added and they are not generic.<input type="checkbox"/> References are at the bottom of the CV.<input type="checkbox"/> The CV has a good, clean, and clear layout.<input type="checkbox"/> The CV has been proofread and there are no grammatical or spelling errors.	