

Dublin Institute of Technology

Career Development Centre

DIT Career Development Centre is experiencing a large increase in demand for CV reviews. In order for us to meet this demand and make consultations as productive as possible,

Students, in advance of a consultation, must:

- read the section on [CVs on our website](#) and amend your CV as per the guidelines stated in: [DIT Careers CV Checklist](#)
[CV Builder](#)
- forward a copy of your *original* CV as well as a copy of your *amended* CV to your careers adviser or careers@dit.ie

Your Careers Adviser will:

- Within a week of the original we will endeavor to book a 15 minute feedback session, where you will get feedback on structure, language, impact, presentation and the extent to which your CV is targeted to the employer
- provide you with advice on what needs to be improved, but the work needs to be your own

Your Careers Adviser cannot:

- offer a proof reading service, nor give detailed feedback or coaching on English language competency

Following this protocol, will enable us to optimise time and resource and support you to build a CV to a professional standard.

DIT Career Development Team