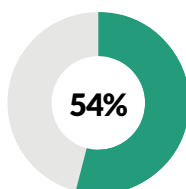# Personal review for Michael

Thank you for submitting your CV for review, you have already taken an important step in moving closer to your next career role! This review will hold no punches in giving you an honest, clear assessment of your CV.

Overview

At first glance, I can see you have broad skills and experience that may be attractive to an employer and may get you through an ATS system. Overall, however, your CV does not make me sit up, take notice and compel me to take action to invite you to interview. I am concerned that your CV could be lost amongst the many and not generate the level of interviews you should be getting.

An employer will spend less than 30 seconds initially assessing your CV – sounds harsh but you can't blame them with large numbers to sift through. If you make it past this stage, then they may spend longer, but the 30 second rule applies and is the basis from which we need to make the first assessment of your CV.

YOUR CV SCORED

54%

CONTENT

56%

LAYOUT

52%

What does this mean?

0 - 40 Poor - needs a complete re-write

40 - 70 Weak – would benefit from further work

70 - 90 Good – needs some improvement

90 - 100 Excellent – just a few tweaks needed

How your CV looks to a recruiter searching a job board

Michael Bright is a resident of Grenoble, FR. He has been working in the IT occupational sector for more than 33 years. Currently he is employed as a Cloud Native Solution Architect at HPE Customer Innovation Center. Michael has extensive knowledge of DevOps, OpenStack, Amazon Web Services, Vagrant, Windows Azure Platform. So far Michael has not gained any managerial experience.

This is an automatically created summary which is generated by the (ATS) software that nearly **all recruiters and job boards use.**

▼

If this summary is incorrect it will be because your CV is not properly structured. This summary is displayed before the recruiter even views your CV and is an important tool in getting your CV read.

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(HTTPS://WWW.CVKNOWHOW.COM/CHECKOUT/)

Language / Content

A fantastic CV contains language and description that gives your CV pace and momentum – it is, after all, your personal marketing document. When did you last purchase something because you saw a boring advert?

On first read of your CV, I couldn't find the kind of compelling language that brings life to your work and implies achievement. Instead, I saw many passive words and non-action verbs. Below are a few examples of these statements:

✖ **MOOCs in the areas of BigData, Software Defined Networks, Databases, Agile**

✖ **Proposed/implemented automated VideoXML dialog creation from PPT for MWC PoC**

Strong action verbs, used with compelling language are what's needed to outline exemplary achievements. Now, let's put it all together. Here's a real life example taken from a former client's CV. By changing the language, we helped to improve the perception of the candidate.

✖ **Passive language / Doing:** Responsible for overseeing a team and the delivery of projects.

✔ **Action language / Achieving:** On taking up the post of Systems Development Manager, identified high numbers of stalled projects and a general malaise amongst IT personnel. Swiftly put new processes, methodologies and systems in place which enabled 30 stalled projects to be galvanised and seen through to completion, the benefit of which was a much needed raising of morale amongst staff and energised approach to a new modernised way of working.

A change like this makes a dramatic improvement.

CVs need consistency to project professionalism and to ensure it's an easy read. This applies to full stops, tenses, presentation, type face, third person/first person voice and length of sentences. Some inconsistencies were spotted on your CV.

Personal Profile

Errors found in your personal profile
There needs to be a professional profile at the top of the document (this is extremely important as it is a snapshot of you as a professional and something which prospective employers will either consider or discard within 30 seconds) which needs to be written in the third person and as a cohesive paragraph which showcases skills and capabilities

? TOP TIP

A well constructed professional profile should be written in the third person to increase the flow and readability of the paragraph and prevent overuse of I, my, me etc. It should contain not only your knowledge and expertise relating to your experience but also let your specific and transferable skills shine through.

CV Checklist

Before submitting your CV for a job role, there are a number of areas which you need to check to ensure your full potential is being achieved.

✔ **Email Address**

Your CV contains a valid email address, this needs to be in the head of the document along side your other contact information

✘ **LinkedIn Profile Missing**

You are 40% more likely to get invited to interview if you include a link to your LinkedIn profile

✔ **Date of Birth**

It's important not to include your DOB on your CV as it can lead to age discrimination

✔ **Address**

From the information in your CV you are looking for a job within Grenoble.

✔ **Mobile Number**

Your CV contains a valid mobile number; you can also include your landline number but a prospective employer will expect to get hold of you at any time of the day so a mobile is always preferable

✘ **Unsupported File Format**

You should always submit your CV in Microsoft Word format (.docx) as this format can be opened by most hiring managers.

✔ **Your CV is up to date**

Your CV was last edited within the past 90 days – it's very important to make sure that you keep all information on your CV current and up-to-date

✘ **Job Description**

You have not provided enough information on the duties and roles in your latest employment at HPE Customer Innovation Center.

✘ **Roles & Responsibilities**

For each of your professional roles, you should have your duties, responsibilities and career achievements bullet-pointed. This is more efficient and aesthetic for an employer to read.

✘ Because of your extensive career history and the fact that you have held a number of different roles, it might be beneficial to create your CV in a skills based format, this will highlight your key skills more efficiently

✘ There needs to be a professional profile at the top of the document (this is extremely important as it is a snapshot of you as a professional and something which prospective employers will either consider or discard within 30 seconds) which needs to be written in the third person and as a cohesive paragraph which showcases skills and capabilities

✘ We could improve the layout of your CV to make it substantially more aesthetically pleasing on the eye and increase your chances of having it read by a prospective employer

✘ The design and layout of your CV feels rather generic and could perhaps use some reformatting (although nothing flashy or gimmicky). We want to aim for something that looks utterly professional and yet stands out from the pile.

✖ Your CV needs to look more polished so it stands out from the pile to really impress potential employers.

✖ There is a lot of information to assimilate, and you risk an employer merely skimming over the CV rather than actually bothering to read it properly. We would propose to highlight your key projects, the ones that most showcase your transferable skills, and perhaps just list the others to avoid any repetition of skills.

✖ For each of your professional roles, you should have your duties, responsibilities and career achievements bullet-pointed. This more efficient and aesthetic for an employer to read. Most employers will be put off when they see a lot of text on a CV, keep it simple and concise

✖ Colour shouldn't be found on a CV.

✖ Think of your CV as an advertisement for a product, with you as the product. The recipient will quickly scan it and determine whether you are suitable. So your CV will need to say it quickly, clearly and loudly that you are the right person for the job!

Job Search

From the information in your CV you are looking for a job within Grenoble. If you are looking to relocate to somewhere else then this should be made clear at the top of your CV

References

You should not include your references on your CV, a footnote stating "References available on request".

Key Skills

The following skills have been found within your CV, it is important to read this list, as this is how major job boards and recruiters will see your CV when searching.

Agile Development Of Data Analytics And Service Profile Platforms   Software Development   Pre Sales   Parallel Processing

Filter Design   Devops   Openstack   Amazon Web Services   Vagrant   Windows Azure Platform   Functional Testing   Soap

Rest   Debugging   Ethernet   Hdlc   Itsm   Ss7   Voip (voice Over Ip)   X25   Hp-ux   Hp Hardware   Lan/wan > Lan

Android   Apache Maven   C Programming Language   C++   Couchbase   Django   Git   Heroku   Iaas Azure   Java

Javascript   Jenkins   Kvm   Mongodb   Nosql   Perl Programming   Personal Home Page   Pysphere   Python Programming

Qemu   Ruby   Ruby On Rails   Sql   Scala   Vmware Vsphere   Virtualbox   Jquery   French   Italian   Spanish

Cloud Native Solution Architect   Docker   Grenoble Docker   Cloud Engineer   Analyst/programmer   Consultant

Solution Architect   Tech Lead   Customer/partner   Technical Lead   Partner   Memoryhandler   Research Trainee   Engineer

Bachelors Degree > Bachelor Of Science   Gce Qualifications   Industry~it

If your main keywords are not listed in dark green then your CV is not structured in the correct way and needs rewriting / structuring to get past applicant tracking systems and increase your chance of getting selected for an interview.

My recommendations

I hope you found the comments on your review helpful. Call me on **01744 832 589 (tel:01942487820)** or **send me an email (mailto:kelley@cvknowhow.com)**

Order your CV online (https://www.cvknowhow.com/checkout/), or **browse our brilliant range of packages (https://www.cvknowhow.com/prices.php)**, designed to help you secure that perfect job!

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Our experts are always striving to improve your chances of securing your dream job!

How helpful was **Kelley's** review?

★★★★★

Tell us what you thought, or if you have any questions

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