What makes the CV format so important? Proper formatting makes your CV scannable by ATS bots and easy to read for human recruiters. The first thing to know? You have to follow certain rules:

There are three standard CV formats you can choose: chronologial, functional, and combination (hybrid).

But there's more to CV formatting that that—and we'll cover all of it. Here's what you'll get in this guide:

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Here's a sample CV, properly formatted in accordance with current UK hiring standards. We've created it with our CV maker.

Want to save time and have your CV ready in minutes? Use our CV creator. Pick a blank CV template, fill it in with your information, and download a perfectly structured CV. See 20+ CV templates and create your CV here.