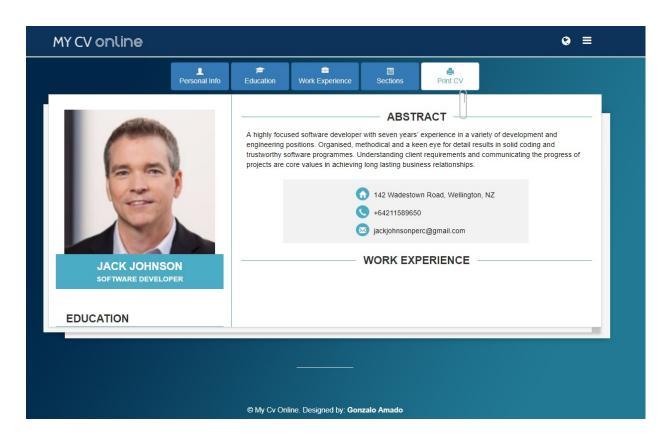
Creating a CV step by step

You've created your account and your CV looks like this:



Updating your Work Experience

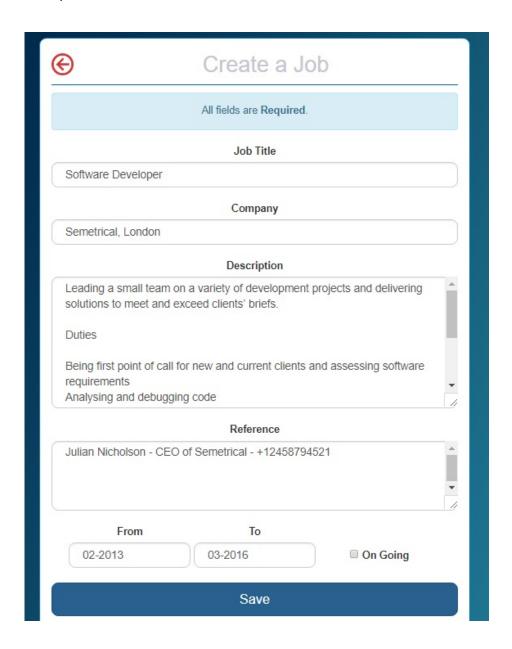
Click on work experience in the Main Menu or in the Dropdown Menu



Click on the plus (+) button to add a work experience

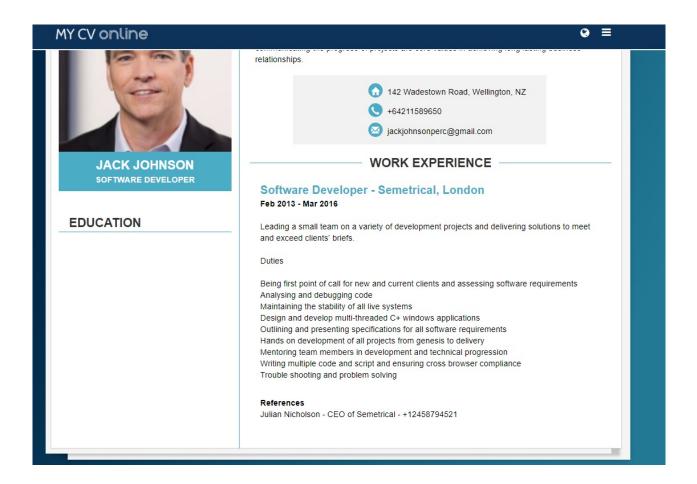


Fill up the form and save



Done!! You've added a job to your CV

Now your CV looks like this:



If you want to edit or delete a job, click on the edit or delete button.



Updating your Education

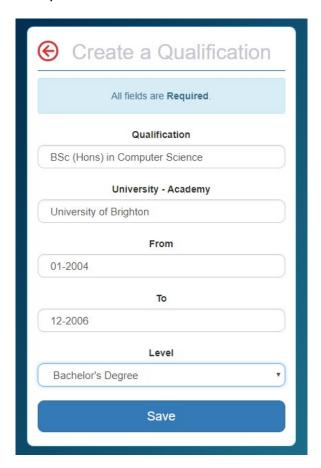
Click on Education in the Main Menu or in the Dropdown Menu



Click on the plus (+) button to add a qualification



Fill up the form and save

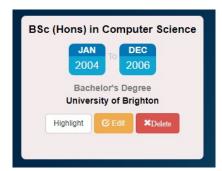


Now your CV looks like this:



If you want to edit or delete a qualification, click on the edit or delete button.

If you want to highlight a qualification, click on Highlight.



This is an example of how a highlighted qualification (BSC...) looks like:

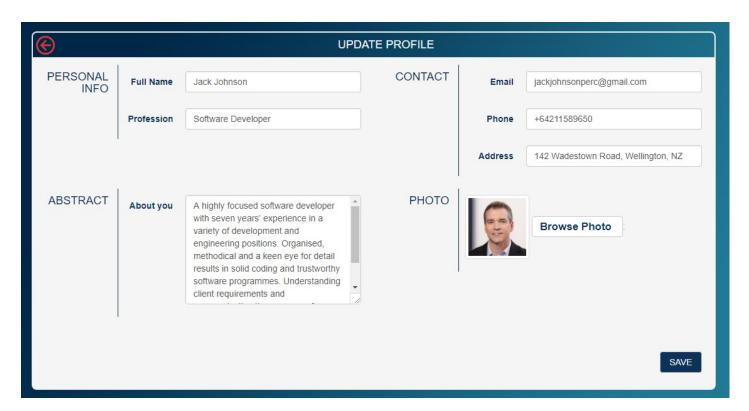


Updating your Personal Info

Click on Personal Info in the Main Menu or in the Dropdown Menu



Update your info and save



Working with SECTIONS

In sections you can add more content to your CV like Skills, Languages, etc.

It's fully flexible. Just define the section's title, the section's content and the position where it will be in your CV.

The possible positions are:

- Under education
- Above education
- Under Jobs
- Above Jobs

Creating a section

Click on Sections in the Main Menu or in the Dropdown Menu



Click on the plus (+) button to add a Section

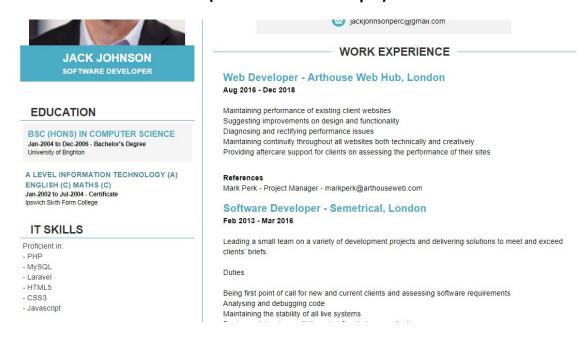


Fill up the form and save.

If you want to edit or delete a section click on the edit or delete button.



A section under Education (IT Skills in this example) will looks like this:



A section above Education (IT Skills in this example) will looks like this:



IT SKILLS

Broad development knowledge, including Apache, Linux, SQL databases and Linux Industry aware and technically up to speed with

current software development tools Strong analytical skills and level headed problem

solver Strong C and C+ in an object orientated

environment

Experienced in multi-threading in a Windows environment

EDUCATION

BSC (HONS) IN COMPUTER SCIENCE Jan-2004 to Dec-2006 - Bachelor's Degree University of Brighton projects are core values in achieving long lasting business relationships.

142 Wadestown Road, Wellington, NZ

+64211589650

jackjohnsonperc@gmail.com

WORK EXPERIENCE

Web Developer - Arthouse Web Hub, London

Aug 2016 - Dec 2018

Maintaining performance of existing client websites
Suggesting improvements on design and functionality
Diagnosing and rectifying performance issues
Maintaining continuity throughout all websites both technically and creatively
Providing aftercare support for clients on assessing the performance of their sites

References

Mark Perk - Project Manager - markperk@arthouseweb.com

Software Developer - Semetrical, London

Feb 2013 - Mar 2016

Leading a small team on a variety of development projects and delivering solutions to meet and exceed clients' briefs.

Duties

Being first point of call for new and current clients and assessing software requirements Analysing and debugging code

A section under Jobs (IT Skills in this example) will looks like this:

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Feb 2013 - Mar 2016

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Duties

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Analysing and debugging code

Maintaining the stability of all live systems

Design and develop multi-threaded C+ windows applications

Outlining and presenting specifications for all software requirements

Hands on development of all projects from genesis to delivery

Mentoring team members in development and technical progression

Writing multiple code and script and ensuring cross browser compliance

Trouble shooting and problem solving

References

Julian Nicholson - CEO of Semetrical - +12458794521

IT SKILLS

Broad development knowledge, including Apache, Linux, SQL databases and Linux Industry aware and technically up to speed with current software development tools Strong analytical skills and level headed problem solver Strong C and C+ in an object orientated environment Experienced in multi-threading in a Windows environment

A section above Jobs (IT Skills in this example) will looks like this:



JACK JOHNSON SOFTWARE DEVELOPER

EDUCATION

BSC (HONS) IN COMPUTER SCIENCE Jan-2004 to Dec-2006 - Bachelor's Degree University of Brighton

A LEVEL INFORMATION TECHNOLOGY (A) ENGLISH (C) MATHS (C) Ipswich Sixth Form College

ABSTRACT

A highly focused software developer with seven years' experience in a variety of development and engineering positions. Organised, methodical and a keen eye for detail results in solid coding and trustworthy software programmes. Understanding client requirements and communicating the progress of projects are core values in achieving long lasting business relationships.

142 Wadestown Road, Wellington, NZ

+64211589650

iackjohnsonperc@gmail.com

IT SKILLS

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WORK EXPERIENCE

Web Developer - Arthouse Web Hub, London Aug 2016 - Dec 2018

Maintaining performance of existing client websites

Print your CV

Just click on Print CV!!



Example:



JACK JOHNSON SOFTWARE DEVELOPER

EDUCATION

BSC (HONS) IN COMPUTER SCIENCE

Jan-2004 to Dec-2006 - Bachelor's Degree University of Brighton

A LEVEL INFORMATION TECHNOLOGY (A) ENGLISH (C) MATHS (C)

Jan-2002 to Jul-2004 - Certificate Ipswich Sixth Form College

IT SKILLS

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