

MISTAKES IN THE KEITH SHANNON'S CV

1. Profile Summary (Lacking keywords)
2. Contact number, mail address and probably location should be at the top
3. LinkedIn and website links should be at the top
4. The resume lacked soft skills
5. Soft skills missing in the relevant skill section and should be visualized for proficiency level
6. The work experience achievements were not quantified and not well bulleted

SUGGESTED CORRECTIONS

1. Profile summary should be included, more like the about me of the individual, precise, brief and with industry standard key words.
2. Contact number, email address and location not necessary the exact address (e.g. City, province or country).
3. LinkedIn and website (portfolio website) should be included at the top as recruiters have little time to evaluate CV.
4. Soft skills such as Leadership, team work, problem solver, good communication as specific to the job.
5. The Junior software work experience achievements were not quantified as quantification is a key metric for evaluation.
6. The achievements for work experience should be bulleted and the skill proficiency visualized