



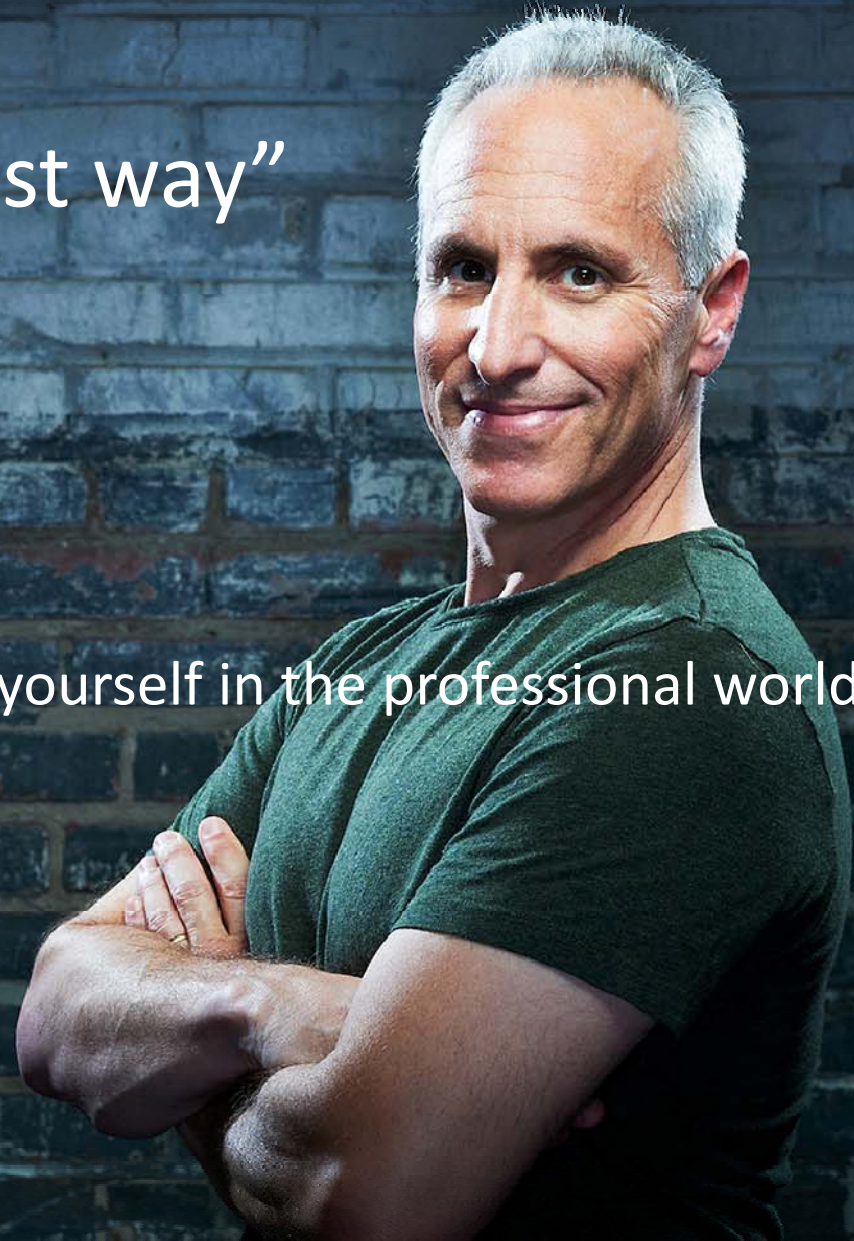
**PRESENT YOURSELF SUCCESSFULLY**

*Know yourself.*



There is no “one best way”  
to construct a CV.

It is supposed to reflect yourself in the professional world



If you do include a photograph it should be a head and shoulders shot, you should be dressed suitably and smiling: it's not for a passport!





# Targeting your CV

Michael

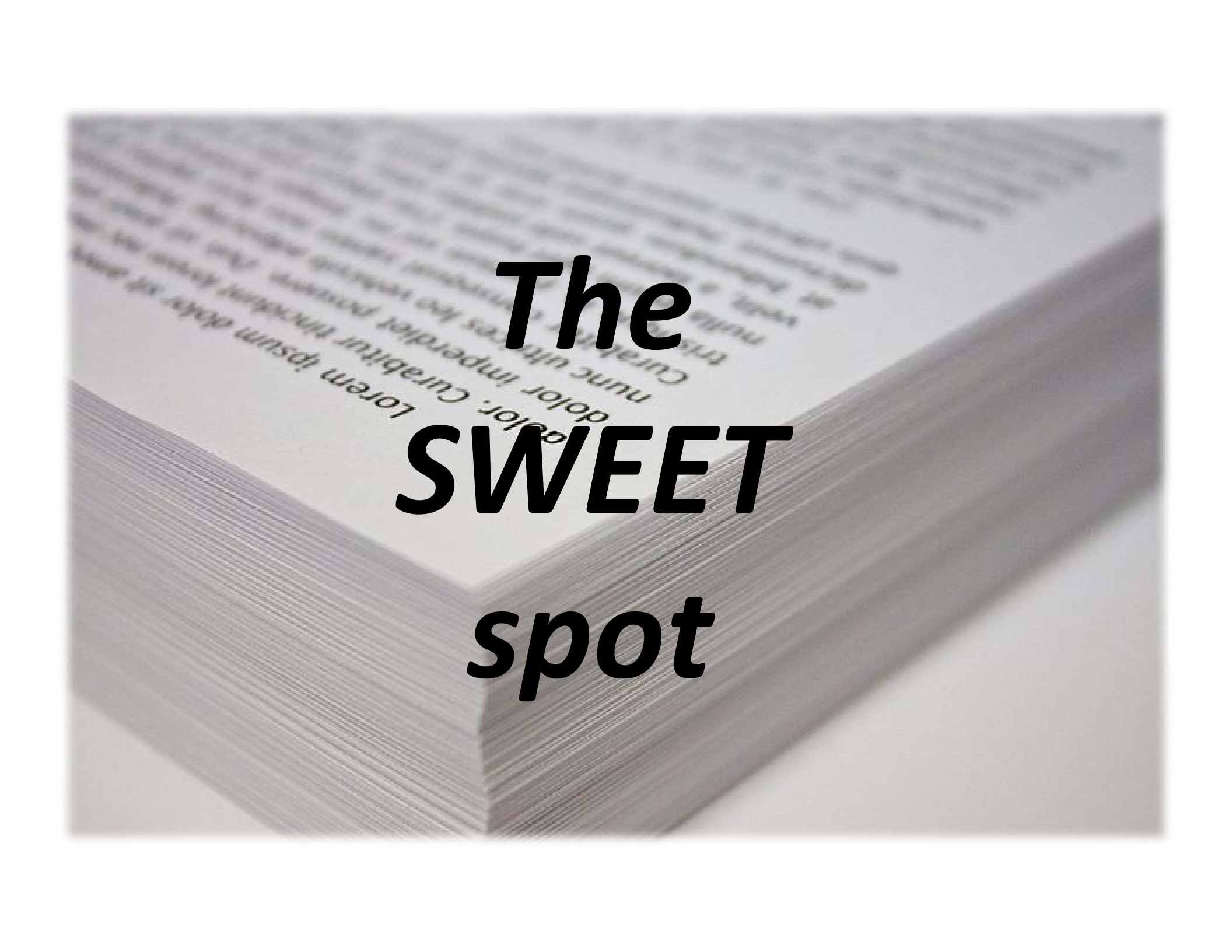
What?.....

**HOBBIES AND INTERESTS**

A stack of papers is shown from a low angle, with the top sheet slightly offset to reveal the edges of the pages below. The top sheet contains several lines of text in a serif font, which is slightly out of focus. The text is a mix of Latin words and phrases, including 'Lorem ipsum dolor sit amet', 'dolor; Curabitur tincidunt', 'nunc ultrices leo vestibulum', 'Curabitur posuere', 'tristique in, praesent', 'nulla ipsum', 'at imperdiet', and 'Vestibulum'.

**NO MORE THAN TWO SHEETS OF PAPER**

**NO LYING**

A stack of books is shown from a low angle, with the pages of the top book visible. The text on the pages is blurred but includes the words 'Lorem ipsum dolor sit amet', 'dolor; Curabitur tincidunt', 'nunc ultrices leo vestibulum', and 'tristique'. Overlaid on the books is the title 'The SWEET spot' in a bold, black, sans-serif font. 'The' is in a regular weight, 'SWEET' is in a very bold weight, and 'spot' is in a regular weight and italicized.

**The**  
**SWEET**  
*spot*



A stack of papers is shown from a low angle, with the top sheet slightly offset to reveal the edges of the pages below. The top sheet contains several lines of text in a serif font, which is slightly out of focus. The text is arranged in a list-like format with bullet points.

**- Spelling and grammar**

**- Why PDF?**

A white envelope with a name tag on top. The name tag is orange and has the text "What?....." written on it. The envelope is placed on a wooden surface.

Michael

What?.....

**COVER LETTER**

An abstract painting with vibrant, textured brushstrokes in shades of red, orange, yellow, green, and blue. The colors are layered and blended, creating a sense of depth and movement. The overall composition is dynamic and expressive.

Make it unique.

Your skills / Their competencies

A black and white photograph of a person in a suit sitting at a desk, typing on a laptop. The person's hands are visible, and the laptop keyboard is in focus. The background is blurred, showing what appears to be a window or another part of the office.

**STATE THE JOB YOU'RE APPLYING FOR**  
**WHERE YOU FOUND OUT ABOUT IT**  
**WHEN YOU'RE AVAILABLE TO START**  
**WHY ARE YOU INTERESTED?**



*MAKE IT PERSONAL*  
*MAKE IT ABOUT YOURSELF*  
*MAKE IT SHORT*  
*MAKE IT STAND OUT*

