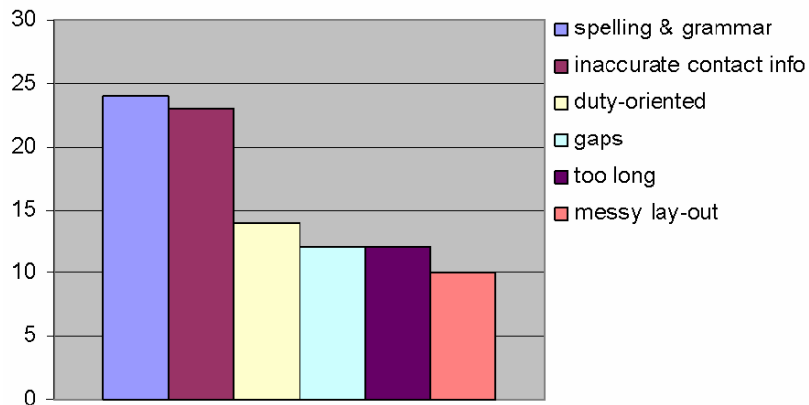


MOST ANNOYING CV FLAWS

LONDON - A RECENT SURVEY AMONG RECRUITERS HAS SHOWN WHAT THEY FIND MOST ANNOYING IN CV'S.



Recruiters tend to be most annoyed by spelling errors, poor grammar and inaccurate contact information. Spell checkers can be a useful tool, but it is not advisable to blindly rely on them. They do not spot every mistake.

Another cause for recruiter irritation has to do with the orientation of the CV. It should not focus on duties in past jobs but on accomplishments and achievements. It should focus on the employer's point of view.

Since recruiters demand clarity, they want to know when an applicant worked where, in order to get a better understanding of this person's career path. Long periods of time which are not accounted for can be a reason for suspicion. If possible, applicants should never neglect to clarify any employment gaps by mentioning other activities undertaken at that time or in the cover letter.

Relating to the format and lay-out of the CV, recruiters are unanimous. They want short and to the point CV's with a clear lay-out. Recruiters do not want to spend too much time reading CV's and advise applicants only to list those items that matter for a specific vacancy and to list them in reverse chronological order.

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