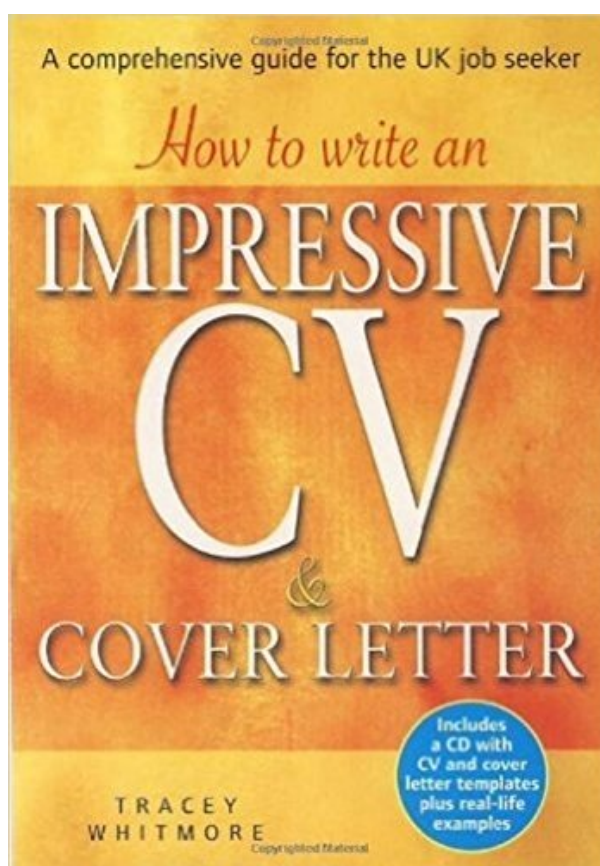
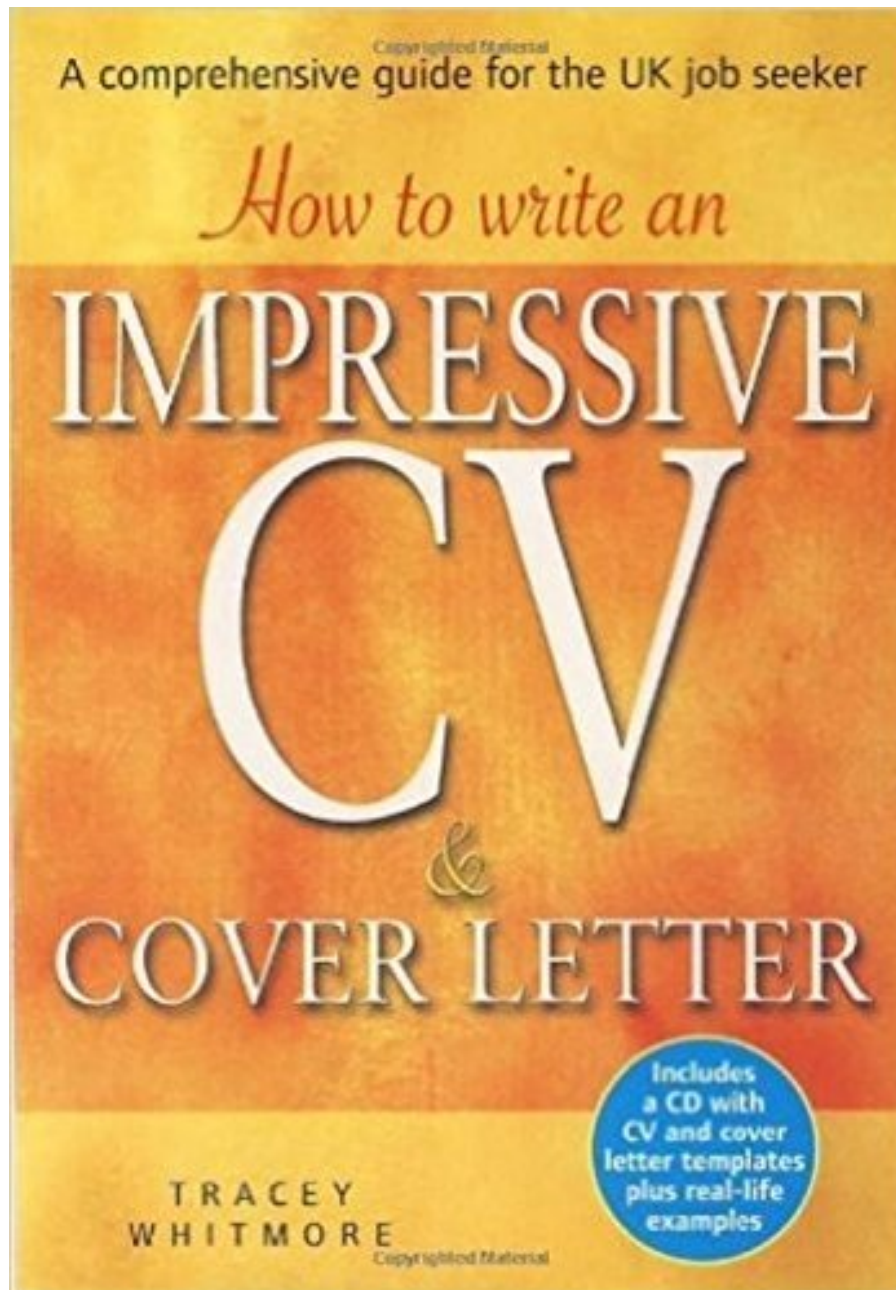


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'I like this book as all of the templates on the attached CD are free. Overall one of the most fully comprehensive 'how to' prepare to get the job books I have seen in a long time.'student-express.com. -- studentexpress.com

About the Author

Tracey Whitmore worked as a head-hunter before going on to set up a successful CV writing business in 2003. Her company, Impressive CVs, has an enviable track record for producing interview-winning CVs and cover letters for customers at all levels and across all industries.

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Your CV and cover letter are your first communication with a prospective employer. As the job market is becoming increasingly competitive, making the right first impression has never been more important. If you compromise on the quality of your CV and cover letter, and you reduce your chances of winning an interview. This book, which will appeal to anyone from entry-level to board level, encompasses a step-by-step guide on how to achieve killer competitive advantage by producing an impressive CV and cover letter. The job acquisition process, which has changed significantly in recent years, is discussed fully, and effective job-hunting tactics are provided. Interviews undertaken with top HR professionals, who are often the first point of entry, outline what you need to do to impress them. Their views and opinions are provided throughout the book. The book and CD are packed with practical examples of CVs and cover letters that have worked in real-life. These individuals were struggling to win interviews prior to their CV revamp. Their new CVs secured several interviews, many of which resulted in job offers. The CD contains CV and cover letter templates, and full transcripts of interviews held with the twelve industry experts from blue chip employers such as Vodafone, Tesco, KPMG, Korn Ferry and Jonathan Wren.

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'I like this book as all of the templates on the attached CD are free. Overall one of the most fully comprehensive 'how to' prepare to get the job books I have seen in a long time.'student-express.com. -- studentexpress.com

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Most helpful customer reviews

0 of 1 people found the following review helpful.

Fake! Not what it claims to be!!!

By No One

First, a CV, or curriculum vita, properly speaking, is vaguely similar to a resume, but is specific for academic positions (particularly in higher education) and is a history of an applicants "academic life" (also, the literal translation of "curriculum vita" from Latin). For good, relevant information on writing real vitae I would suggest The Academic Job Search Handbook by Julia Miller Vick and Jennifer S. Furlong, specifically chapter 10 -- that book is the real deal and actually (very) useful.

This falsely advertised waste of paper is basically a scam. The flaw is in the title. The book claims to be about writing curriculum vitae, but it not about that at all. Instead this a books about basic, generic resumes - - that's right, this is just resume writing guide that has the word "resume" replaced with "CV"!!! Yet resumes and CVs are quite different, and an excellent, well written resume may be terrible CV -- I've seen the CVs of successful professors and they don't look like what in this book. Again, this book is about resumes, not CVs, but has simply been rebranded to sell to a new audience.

I've been disappointed with purchase before, but this is different, this was a flat-out, falsely advertised fraud -- I don't merely feel like I've been sold watered down garbage, but rather that I've been conned into throwing away my money on a scam. Unfortunately the capitalist system rewards such behaviour -- the author and publisher already have my money, and I'm sure that's all they care about and enough to keep misleadingly title books being published.

Final word -- DON'T BY THIS BOOK!!! It probably a fine book if you're working on a resume (but then I wouldn't want the con to be rewarded, and there are other honestly title resume books out there that are at least as good), but IF YOU'RE LOOKING FOR A BOOK TO HELP ORGANISE AND WRITE A CURRICULUM VITA THIS IS NOT IT!!!

4 of 5 people found the following review helpful.

Dynamic and highly informative book for Job Seekers in all professions!

By Kathryn Ellen Larocca

Ms. Whitmore is clearly at the top of her craft and has left no stone unturned in this detailed, comprehensive guide sure to benefit the entry level applicant, as well as the seasoned corporate executive. The book comes with a CD and many CV and cover letter templates and real-life examples to lead the jobseeker every step of the way. Valuable information is also included on the entire job hunting process from finding jobs to preparing for an interview and more! If you are in the job market, you need Ms. Whitmore's book!

1 of 2 people found the following review helpful.

How to Write an Impressive CV and Cover Letter

By Mr NM DE JONGH

This is just the book for any perspective job seeker. I found all the necessary information and guidance to adjust and upgrade my existing CV. The CD, with CV and cover letter templates and examples, was also very helpful. I would highly recommend this book to all job seekers who do not yet have a CV or those looking to revise their existing CV.

How to Write an Impressive CV and Cover Letter: A Comprehensive Guide for the UK Job Seeker

Neville de Jongh

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