

## Your CV Critique

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to me

Hi Vishnu,

This free CV critique is meant to give you an honest, straightforward assessment and some suggestions to help in your job search. I'm able to offer insight into how you compare to other job seekers competing for the same positions because I personally review hundreds of CVs every month.

## CV Writing

A career summary is a key component to a good CV, however yours is too lengthy. Shorten your career summary to concisely define you as a professional and cover those areas most relevant to your career level and job target.

Based on how the CV is phrased, you could be perceived as a "doer," as opposed to an "achiever." A few too many of your job descriptions are task-based rather than results-based. This means that they tell you what you did, instead of what you achieved. This is a common misstep for non-professional CV writers. To be effective and create excitement a good CV aids the hiring executive envisage you delivering similar achievements at his or her company. Here are some examples of task-based sentences in your CV:

- "Data Acquisition of fluid flow using LabJack, Labview and circuit design. Worked with cross-functional teams to achieve goals and deadlines"
- "Assist in designing and building a mock circulatory loop of the

cardiovascular system”

Employers want to learn about your previous achievements and specifically how you've helped make an impact. More importantly, they want to know how you are going to make a significant difference at their organisation.

In reading your CV, I did not find the kind of active language that would bring your work to life. Instead, **I saw passive words and non-action verbs.**

Phrases like “**Maintained**” and “**Worked with**” are monotonous, overused, and add little value to your CV. Strong action verbs, used with engaging language to outline outstanding achievements, are essential parts of a soundly-built CV.

Now, let's see how to put this into practice. Here's a real life sample taken from a former client's CV. By changing the language, we helped to enhance the perception of the job-seeker.

- **Passive language / Doing:** “Negotiated contracts with vendors”
- **Action language / Achieving:** “Slashed payroll/benefits administration costs 30% by negotiating pricing and fees, while ensuring the continuation and enhancements of services.”

An adjustment like this makes a big improvement.

A regular review of every word and sentence in your CV is an important thing to do, especially if you're the only one looking at it. Hiring managers are looking for an excuse to eliminate you as a candidate. You may not be able to see awkward phrases and grammatical errors if you've already spent too much time with your own CV.

## Digital Readiness

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Your CV is saved in PDF format. 19% of CVs look like yours. While this may make viewing consistent for recruiters, **some older**

Applicant Tracking Systems (ATS) might not be able to correctly parse this. You might want to consider converting your document to a Microsoft Word file.

## CV Scan Test Results

93% of all Hiring Managers use CV scanning software called **applicant tracking systems (ATS)** to filter candidates from the application pool. To illustrate how you stand up to the automation, I passed your CV through the very same software that Hiring Managers use to filter the real talent from the hundreds, *sometimes thousands*, of candidates that apply for a single open position.

*Continue below to view how applicant tracking systems present you...*



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## 👤 WE'RE HERE TO HELP

Questions about the CV Rewriting process? See our [Frequently Asked Questions](#) or [send us an email](#).

## The raw data, *pulled directly from your CV.*

“The candidate's experience appears to be concentrated in Engineering / General Engineering, with exposure to Information Technology / Programming. The candidate's experience appears to be LOWER-TO-MID LEVEL, with about 3 years of experience, with several years tenure in management, including a high-level position.”

### ⚠️ DOES THIS LOOK LIKE YOU?

The content of this section has been pulled directly from your CV by an [applicant tracking system](#) that is used by many Fortune 500 companies. If this is not a proper representation of who you are as a candidate, we're here to help.

Full Name

**NOT FOUND** ?

Most Recent Employer

**Clayton**

Most Recent Professional Position

**Chief Technical Officer - Mechanical & Principle**

Contact Info

**0406 860 966**

**vsiv0004@student.monash.edu**

Location

**NOT FOUND** ?

Experience

**4 total years**

Most Recent Education

**Monash University**

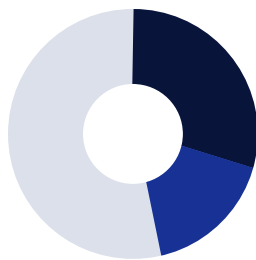
Management Score

**100/100** ?

# What the Tracking Systems think of you as an Applicant

Hiring Managers use [applicant tracking systems \(ATS\)](#) to automatically designate a **Best Fit** based on your experience level and the kinds of keywords spread throughout your CV. The Applicant Tracking System (ATS) will also assign a weighted score to **Key Skills & Competencies** from your CV to paint a picture of who you are as a potential employee.

I passed your CV through the very same software that hiring managers use. *Here is how your CV stacks up...*



WHERE THE APPLICANT TRACKING SYSTEM (ATS) THINKS YOU FIT:

29% Engineering

17% Information Technology

54% Other Professional Industries

⚠ Does this properly describe the career you're pursuing?

If not, [check out real-life examples](#) where we helped someone change their story.

## TOP KEYWORDS & SKILLS

artificial intelligence

fanuc

integration

integrator

robotics

#### OTHER CORE COMPETENCIES

sensor healthcare instructor real-time  
python chemistry c++

#### LESS WEIGHTED SKILLS

labview computer programming fast learner  
team player prototype prototypes sensors

#### Is this the skillset that you want to convey to employers?

If not, [email me!](#) I'm here to help you land more interviews so you can get more job offers.

## Recommendations & Next Steps

Vishnu, for a professional with 4 years of experience, your CV undersells you. This is the most important tool in your job search and it needs to clearly communicate your expertise, unique experience, accomplishments, and career goals.

#### HERE ARE THE MAJOR ISSUES HOLDING YOUR CV BACK:



**Remove references from your CV.** These should be provided upon request



**Show the outcomes of your efforts.** Your CV focuses too much on what you've done, not what you've achieved.



**Your CV does not make a strong visual impression.** Your CV should appear clean, uncluttered, and appealing to the eye.



**TopCV writers are experts at fixing these kinds of problems.**

Consider working with a professional writer to get a CV that sets you up for success.

[Get an expert to rewrite your CV](#)

Feel free to email me with any questions. We're here to help you put your best foot forward.



Thank you,



**Andrew Bennett**

CV Expert, TopCV

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Our critiquers are always striving to improve!

How helpful was **Andrew's** critique?



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