

WHATEVER NEXT?

TECHNE Career Development Programme

Career Planning Resources for TECHNE-funded PhD students

Help with developing your CV

If you're looking for a template for the perfect CV, it really doesn't exist. What makes a CV 'perfect' is the way the information is used to target the opportunity. This means that you will need to adapt your CV for each new application you make. Where CVs are concerned, one size certainly doesn't fit all. Each time you apply for something new, take a critical look at the information on your CV and make sure you are really highlighting the skills, knowledge, experience and achievements that show how you meet the requirements of that role. Often, the adjustments will be minor, e.g. simply changing your phraseology to meet the language used in the job ad; but if you are thinking of changing direction, you may need to take a totally different approach.

For more information on putting a CV together, have a look at the Vitae website section on [creating effective CVs as a researcher](#). They have a bank of [example CVs](#) based on real life researchers from different disciplines. Each person's information is presented in 3 different CV formats to demonstrate how the same facts can be 'tailored' to meet the demands of different career opportunities. (NB you will need to be registered to the website with an 'ac.uk' email address to access the examples).

The Guardian Higher Education Networking Blog has a useful post, from a recruiter's perspective, on [mistakes to avoid](#) particularly if you are targeting academic jobs and there is a section of [Careers Advice](#) on Jobs.ac.uk which includes CV advice.

For an entertaining and slightly 'Stateside' view on academic CVs, take a look at the blog post, [How to write CVs](#) from Karen Kelsky's website [The Professor is in](#) but, if you are applying for academic positions in the UK, think carefully about the differences and speak to academic colleagues about what is, and is not, appropriate.



For creative roles, check your University Library or Careers Service for a downloadable copy of The Creative Careers Guide for some examples that showcase creative skills within a CV, but make sure that the creative aspects don't mask the essential information; it still has to be easy for the employer to spot that you have the essential requirements for the job

For some creative roles, a video CV may be the way to go. See the guide to [Creating a Video CV](#) on Prospects.ac.uk but, again, as with other forms of creative CV, make sure that it is appropriate for

the organisation you are targeting and really highlights what you have to offer. For an alternative viewpoint, see [Will it Ever Work in Academia](#) on Jobs.ac.uk

Finally, remember that the [TECHNE Whatever Next? Career Development Programme](#) has workshops and webinars to help with CV preparation and you can get individually tailored advice on your own CVs and applications by booking a [1:1 appointment with the TECHNE dedicated Careers Consultant](#)