## IOANAD FORBARTHA GAIRME CAREER DEVELOPMENT CENTRE

#### **Empowering Career Potential**



# TU Dublin Career Development Centre - CV Review Protocol –

**TU Dublin Career Development Centre** is experiencing a lot of requests for CV reviews. Whilst we are happy to review, there are numerous resources available to you to help you get started.

So, to help us to help **YOU**, and to make consultations as productive as possible students need to adhere to the advice below:

#### In advance of a consultation, all students MUST:

- Read the section on <u>CVs, Letters & Applications</u> on the <u>TU Dublin Career</u>
   <u>Development Centre website</u>
- Complete our <u>AI online CV Checker tool</u> using the line-by-line feedback to attain a score of at least 70%.
- Watch this guide to see how you can maximise Career Set:
   How to use Career Set Online CV Checker
- o As a final check please consult the guidelines outlined in TU Dublin CV Checklist

### **Meet your Career Coach:**

If you would like to book a 15 minute CV session where you will get additional feedback Contact Us

#### **Your Careers Coach cannot:**

Offer a proof-reading service, nor give detailed feedback or coaching on English language competency.

Following this protocol, will enable us to optimise time and resource(s) and support you to build a CV to a professional standard.

TU Dublin Career Development Team (Nov 2024)