### Curriculum Witae Studio

# Absolute Perfection •

**Professional Resume Writing Services** 

Sending the same generic resume out to 100 jobs and crossing your fingers doesn't work in today's crowded job market.

You need a branded, custom-tailored suite of documents and a modern job search strategy - we'll give you both.

Our beautifully designed templates are extremely easy to use and suitable for all types of industries. Simply download the files to your computer and insert your information into the text boxes. You can change the font styles, create your own colour palette, add extra boxes, move sections, and duplicate anything you want in the templates. You can use the templates with or without a photo. Our templates will come in handy for many years to come.

Don't have the time to do your Resume? This is where we step in and help YOU stand out from the rest. We provide a distinguished personal service accompanied by absolute proven customer satisfaction. All our Resumes are ATS Compatible — to ensure that your resume gets picked up by all Job Portals.

Make sure the Resume Writing service you pay for reflects who you are in the most proficient manner so that you will make an astounding first impression.

#### **Portal Uploads:**

We also assist in loading your resume onto Jobs Portals for eg, LinkedIn, Pnet, Indeed, Careers 24 ect.

#### Job Search Assistance:

We specialize in searching and applying for Jobs that are available, on your behalf. We sign in from your Job Portals and apply for positions on your behalf. You will be able to see which positions we applied for when we work through your Job Portals. If we know the Recruiter, we will contact them directly and see if we can arrange an interview for you as soon as possible.

# **Professional Resume Templates**

# Season 4 - Template 1

2 Page Resume, Cover Page & Cover Letter Set | Modern & Professional | Instant Download / Microsoft Office



# Template 2

	CV NAME & SURNAME PROFESSIONAL RESUME
CONTACT	PROFILE
Home Address Ennail Address Contact Number	What makes you the right candidance Briefly oil yourrell with your attributes and advicements. Summarize yourrell and part apprivate and have it has led you to where you are not. A quick services of your schedules and quilifications is also a great vary to still yourrell in this first shart paragraph. You can go in the further detail that is jub specific in your over the last last have places that schedul you.
https://www.linkedin.com/in/na me&sarname.ab0605181	EXPERIENCE
SKILLS	ENTER JOB POSITION HERE Workplace Name & Details Date From & To Current
Greativity     Organisational Skills	Start with your most current job position and work backwards. Bescribe your role at each company. What was your position? Use action verbs to describe why you were employed there. How did you benefit the company and what could you take from this role to apply
Time Management     People Skills     Communication Skills	to the new position.  • List the skills you gained and the things you learned. You can also list any accomplishments that are relevant. You can include numbers and figures to show your rejervance.
Strategic Thinking     Problem Solving	Numbers prove your achievements instead of just saying them.
	EXTER MOR POWERDNE HERE Verdplace Name & Bentalts Ben Frame & To Aim to ad ymarchil has hop it concise and clear. Il partjohn have no relevance to your new position, due by ino the name do chetta or just home on the specific shills you gained from them that will add value its your group-ordro jub.
	<ul> <li>Focus on your past experience that directly relates to the criteria of the new position. Use keywords to ensure that you stand out.</li> </ul>





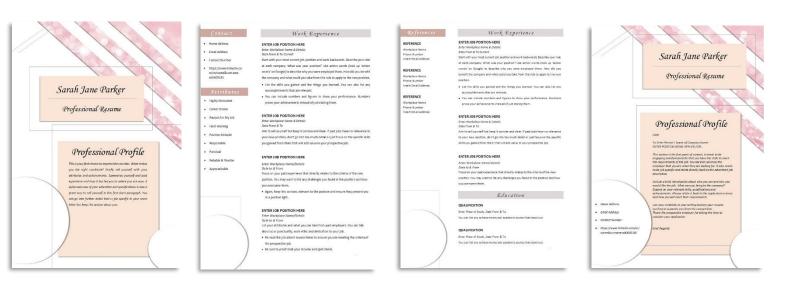
2 Page Resume, Cover Page & Cover Letter Set | Modern & Professional | Instant Download / Microsoft Office



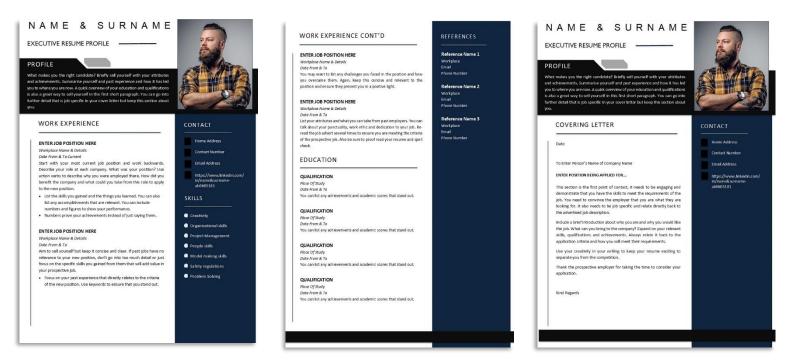
# Template 4



2 Page Resume, Cover Page & Cover Letter Set | Modern & Professional | Instant Download / Microsoft Office



# Template 6



2 Page Resume, Cover Page & Cover Letter Set | Modern & Professional | Instant Download / Microsoft Office



# Template 8



2 Page Resume & Cover Letter Set | Modern & Professional | Instant Download / Microsoft Office



# Template 10

STEVE JWW			STEVE JWW	STEVE JWW
	EDUCATION QUAUFICATION Pose Of Rinky Date From X in	WORK EXPERIENCE ENTER JOB POSITION HERE Workfare Mark & Details Date frame & D	WEB DEVELOPER	WEB DEVELOPER
20 100 100     West Lass CA 1214     S     Home Opine care     PROFESSIONAL PROFILE	You can list any schervements and academic secres that stand out.	You may yourt to list any challenges you tood in the patition and how you avercame them, Again, leap this conclus and relevant to the position and ensure they present you in a positive light.		Derts/Meden Insert Job Position Being Applied For
When makes you have get userful and table of the large and the large antibility of the large of the large table of the large ta	QUALIFICATION Piece (5 study) Date From & To You can bit any achievements and caselinic scores that stand out. QUALIFICATION	ENTER JOB POSITION HERE Investigate sizes of activities Code (rook 8 to List) your attributes and what you can take from pact employers, true con- tails about your panetaality, work what are distribution by our you have read up to about investigations to exact your answirph the other of the prospectivelyst, which is work in proof and your second and splittance.	REFERENCE SAME Workstar Processing	The works have for the other strength in the strength of the s
IARGORFT URELADAPORTON HER Windows ward failure Wi	Place of Pisony Date from X in You can but any air harvements and academic scores that stand out. ATTRIBUTES	EXTER JOB POSITION HERE Investore large care decision parts in a To Connect Statistical they can reach they application and service that benches to device parts the statistic connect in the production of the statistical parts the statistic connection of the statistical and the statistical parts the statistic connection of the statistical and the statistical connection of the statistical and the statistical and the statistical accompliancemparts and the strengs part kerneds to use sho for any accompliancemparts and the strengs part kerneds to use sho for any accompliancemparts and the strengs parts kerneds to use sho for any accompliancemparts and the strengs parts kerneds to use the streng parts accompliancemparts and the strengs parts and the strengs parts and the strengs parts and the strengs parts accompliancemparts and the strengs parts and the streng	NEFERENCE RAARE Vitropitat Phane Constant Evand Actives	Hadi Ba propositive moleces for Lakes (Pricing in a second error conductors) Kind Reports Science (2007) Theory (2007) (2007)
Eter that stills you guided and the files you shaknow, for one also left any comparisonments there are release. The care in Acade numbers and figures to show your performance.     KitLLS     Humbers prove your advancements instand of just sampling them.	Highly motivated     Carpor driven     Herd Working	to show your performance. • Normhair growe year achievement's instead of just saying them. ENTER JOB POSITION HERE Worksfards (Name & Details	REFERENCE NAME Viceptus Pour Anater Entil Addiss	brail sineithen ann
C The Management bias     DITEL DOP POSITION HIRE     Advancement and come     are shown as     are shown are shown and when are shown and     are shown are shown and when are shown and     are shown are shown and when are shown and     are shown are shown and when are shown and     are shown are shown and when are shown and     are shown a	Postive Attitude     Reportable     Rehable & Flockle	Deer Fords 4: 50 Amin to sull powerful table princersare and clear. If goal pith have no subserver to sport ones posters in denti go invits to more of clear do poli forus. In this sport clear table you gained inten short stat still add value it your proceeding loss. Technis myour part agreement that dentify under to the categories of the new position. Deletypoint to its more that by solid out.		
Insist or your part of performs the directly selected in the other of the Adaptability & Pachality     responsibles. Declegenets to ensure that you stand out.			<b>W</b>	

2 Page Resume & Cover Letter Set | Modern & Professional | Instant Download / Microsoft Office



# Template 12

1 Page Resume & Cover Letter Set | Modern & Professional | Instant Download / Microsoft Office

	CV Name & Surname Executive Resume Profile		CV Name & Surname Executive Resume Profile
Contact	Professional Profile	Contact	Covering Letter
Home Address	What makes you the right candidate? Briefly sell yourself with your attributes and achievements. Summarise yourself and past experience and how it has led you to where	Home Address	Dear Sir / Madam
Email Address Contact Number	you are now. A quick overview of your education and qualifications is also a great way to sell yourself in this first short paragraph. You can go into further detail that is job specific	Email Address Contact Number	INSERT JOB POSITION BEING APPLIED FOR
https://www.linkedin.com/in/n	in your cover letter but keep this section about you.	https://www.linkedin.com/in/n	This section is the first point of contact, it needs to be engaging and demonstrate that
ame&surname-ab0605181	Experience	ame&surname-ab0605181	have the skills to meet the requirements of the job. You need to convince the emplo
Skills	ENTER JOB POSITION HERE		that you are what they are looking for. It also needs to be job specific and relate dire back to the advertised position.
Creativity	Workplace Name & Details		Include a brief introduction about who you are and why you would like the job. What
<ul> <li>Organisational Skills</li> </ul>	Date From & To Current Start with your most current job position and work backwards. Describe your role at each		you bring to the company? Expand on your relevant skills, qualifications and achievement Always relate it back to the application criteria and how you will meet their requirement
Time Management	company. What was your position? Use action verbs to describe why you were employed there. How did you benefit the company and what could you take from this role to apply to		Use your creativity in your writing to keep your resume exciting to separate you from
People Skills	the new position.		competition. Thank the prospective employer for taking the time to consider your application.
Communication Skills	ENTER JOB POSITION HERE		main the prospective emproyer for taking the time to consider your appreciators.
Strategic Thinking	Workplace Name & Details Date From & To		Kind Regards
<ul> <li>Problem Solving</li> </ul>	Aim to sell yourself but keep it concise and clear. If past jobs have no relevance to your new position, don't go into too much detail or just focus on the specific skills you gained from		
References	them that will add value in your prospective job.		
Reference Name 1	Education		
Workplace Email	QUALIFICATION		
Phone Number	Place Of Study Date From & To		
Reference Name 2	You can list any achievements and academic scores that stand out.		
Workplace Email	QUALIFICATION		
Phone Number	Place Of Study		
	Date From & To		

1 Page Resume & Cover Letter Set | Modern & Professional | Instant Download / Microsoft Office

experience and how it has led you to where you, you rself in this first short paragraph. You can go you. PERSONAL	lycursel with your attributes and achievements. Summarise yourself and past are now. A quick overview of your education and qualifications is also a great way to sell into further detail that is job specific in your cover letter but keep this section about EXPERIENCE		RSONAL Contact Number	COVERING LETTER
you. PERSONAL				
PERSONAL	EXPERIENCE		Home Address	Leai sii / Wadani
<b>C</b>			Email Address	INSERT JOB POSITION BEING APPLIED FOR
Contract Nutroen     Home Address     Enail Address     Enail Address     Contract Nutroen     NutroeName-ab0605181     Creativity     Creativity     Creativity     Time Management     A     People Skills     Communication Skills     Strategic Thinking	INTER LOB POSITION HERE Workprice Kimes & Detailsi Date From AF to Current That with your more comment by position and work backwards. Describe your role at each ompany. What was your position? Use action writs to describe why you were employed the new polyou benefit the company and what caudy'ou tails from this role to a poly to the new polyou benefit the company and what caudy'ou tails from this role to a poly to the new polyou benefit the company and what caudy'ou tails from the role to apply to the new polyou benefit to a set the new polyou benefit to a set the new polyou and the new polyou benefit to a set the new polyou benefit to a set the new polyou and the new polyou benefit to a set the new polyou tails in the set ground benefit to more the new polyou benefit to all the new polyour and here the new polyou benefit to apply the new polyou benefit to all the new polyou tails the new polyou benefit to a set the new polyou benefit to all the new polyour and the new polyou benefit to a set the new polyou and the new polyour new benefit to all the new polyou benefit to all the new polyour benefit to all the new polyou and the new polyour benefit to apply the new polyou benefit to all the new polyour benefit to be polyour benefit to all the new polyour benefit to any polyour benefit to any polyour benefit to all the new polyour benefit to any polyour benefit to any polyour benefit to all the new polyour benefit to any polyour benefit to all the new polyour benefit to any polyour benefit to any polyour benefit to any polyour benefit to all the new polyour benefit to all the new polyour benefit to any polyour benefit to all the new	G	http://www.likedin.com/n /name&sumame=ab0005181	This section is the first point of contact, it needs to be engaging and demonstrate that you have be kills to meet. The requirements of the job. You need to contact, the engineer that you have be kills to meet be requirements of the job. You need to contact, the engineer that you have be kills to meet be requirements and the you are and very you would like the job. What can you hing to the company? Expand on your relevant skills, qualifications and achievements. Always relate it back to the application criteria and how you will meet their requirements. Use your creativity in your writing to keep your resume exciting to separate you from the competition. Thank the prospective employer for taking the time to consider your application. Kind Regards
REFERENCES         Od           Reference Name 1         Ph           Workplace         Do           Ernal         Pone Number           Reference Name 2         Od           Workplace         Ph           Ernal         Phone Number	EDUCATION UNAREATION Soci of Study Ster Form & To O ou can list any achievements and academic scores that stand out. UNAREATION Inter of Study Ster form & To O ou can list any advergements and academic scores that stand out.			

## Template 14

Professional Resume Profile	NS NS	Professional Resume Profile	NS.
CAREER BACKGROUND What makes you the right candidate? Binefly sell yourself with your attributes and achievements. Summa'te yourself and past experience and how it has ket you to where you are now. A quick overview of your education and qualifications is also	CONTACT DETAILS	COVER LETTER Dear Sir / Madam	CONTACT DETAILS
e great way to sell yourself in this first short paragraph. You can go into further letail that is job specific in your cover letter but keep this section about you.	082 000 0000           Name1234 @gmail.com	INSERT JOB POSITION BEING APPLIED FOR	082 000 0000
WORK EXPERIENCE	SKILLS	This section is the first point of contact, it needs to be engaging and demonstrate that you have the skills to meet the requirements of the job. You need to convince	
ENTER JOB POSITION HERE	Time Management	the employer that you are what they are looking for. It also needs to be job specific and relate directly back to the advertised position.	
/orkplace Name & Details ate From & To Current	Problem Solving		
rate from a to current tart with your most current job position and work backwards. Describe your role		Include a brief introduction about who you are and why you would like the job.	
it each company. What was your position? Use action verbs to describe why you	<ul> <li>Customer Focused</li> </ul>	What can you bring to the company? Expand on your relevant skills, qualifications and achievements. Always relate it back to the application criteria and how you	
vere employed there. How did you benefit the company and what could you take	Strong Communication	will meet their requirements.	
rom this role to apply to the new position.			
<ul> <li>List the skills you gained and the things you learned. You can also list any accomplishments that are relevant. You can include numbers and figures to</li> </ul>	Positive Attitude	Use your creativity in your writing to keep your resume exciting to separate you from the competition.	
show your performance.	REFERENCES	Thank the prospective employer for taking the time to consider your application.	
<ul> <li>Numbers prove your achievements instead of just saying them.</li> </ul>	Reference Name 1		
ENTER JOB POSITION HERE	Workplace Email	Kind Regards	
Vorkplace Name & Details	Phone Number		
late From & To			
im to sell yourself but keep it concise and clear. If past jobs have no relevance to our new position, don't go into too much detail or just focus on the specific skills ou gained from them that will add value in your prospective job.	Reference Name 2 Workplace Email		
<ul> <li>Focus on your past experience that directly relates to the criteria of the new</li> </ul>	Phone Number		
position. Use keywords to ensure that you stand out.			
DUCATION			
UALIFICATION			
lace Of Study			
ate From & To			
ou can list any achievements and academic scores that stand out.			
JUALIFICATION			
lace Of Study ate From & To			
Jate From & To 'ou can list any achievements and academic scores that stand out.			

1 Page Resume & Cover Letter Set | Modern & Professional | Instant Download / Microsoft Office



# Template 16

