

Elemed CV Template

Below you will find some top tips to improve your CV, based on many years of experience, and 1000s of CV reviews.

Remember

1. The CV does not get you the job. The CV is designed to get you an interview. Stick to hard skills, the soft skills are examined in person. It's ok to be selective!
2. Please do not copy and paste your exact job description into your CV.
3. Everyone has job responsibilities. What makes an excellent candidate is to show how well you carry out those responsibilities. Add achievements per job! This is what makes you different.

Why not send your newly built CV to our team and schedule a conversation to get live feedback?

Email us at hello@elemed.eu to schedule your free consultation.

Name

Personal Profile

xxxxxx years experience in QA/RA medical devices. Mention type of devices. Mention geographical experience. Mention some of your main skills and experience. Mention education, mention languages.
This should be factual

Key skills
THESE SHOULD BE KEY TECHNICAL SKILLS

Skill 1	Skill3	XXXXX
Skill 2	XXXXX	XXXXX
Medical devices Class I-III	XXXXX	XXXXX

Education

P.H.D : CV writing | University of Recruitment | 2001
Masters: CV writing
 B.A Arts | University of x | 1998

Career History

Sept 2014-current
Principal Consultant Orthomic (Orthopaedic Implants, class iib-3)

Responsibilities Why were you hired in this role. What was your main responsibility?

- Tasked to do X
- Responsible covering
- X
- Y
- Z

Achievement What made you different to any other person in your team? What are you proud of? What is your value add?

Dec 2011-sept 2014

JOB TITLE, COMPANY (PRODUCT TYPE)

Responsibilities Why were you hired in this role. What was your main responsibility? Do not copy and paste exactly the same as the other positions.

- Different from the other one mentioned above
- Quality audits globally

Achievement What made you different to any other person in your team? What are you proud of? What is your value add?

- This needs to be different in each position
- This shows you add value to a company
- This should be factual & something you are proud of

Nov 2009-dec 2011

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Training & Certificates

List in order of **relevance** - no need to mention every training course. Focus on the ones that add value to this role.

Languages

German - Fluent
Swahili - Beginner
English - Native

Other Interests

Scuba diving. Golf. Blues music.