

Our top 10 CV tips for engineers



1

Make sure it is 100% clear from reading the first page of your CV, the type of engineer you are, what your key skills are and the type of job you are looking for. Ideally in the opening paragraph

2

Clearly describe your participation in all projects, e.g. “The project was A, my responsibilities were B, technologies used were C, utilising my expertise in X, solving challenges involving Y etc....” Make your involvement clear.

3

If you have some exceptional qualities or a project that is highly relevant to your target job, put them on the first page. Generate interest early, don't leave them until page 2.

4

Always include an “interests” or “hobbies” section in your CV. Interviewers will ask about these and look for “a spark”. Activities that show technical curiosity, social interaction, sports, clubs and teamwork are all good. Make sure they are genuine though!

5

Keep your CV to 3 pages max, ideally 2. If you have 30 years' experience, lose detail from the less relevant jobs. Your most recent experience is what employers are most interested in.

6

Include as much relevant technical information as possible, as long as you can confidently discuss that technical experience in an interview. If you completed a 30 minute module online or read a book on C++, think twice before listing that as a skill in your CV.

7

Avoid using tables, boxes and section breaks where possible. These can play havoc with the formatting of your CV if an ATS or recruiter adds a cover sheet.

8

Yes, even if you have a degree, MSc or PhD – A level grades still matter. If you have really good A level or GCSE grades, put your education on the first page, you worked hard for those As – don't hide them.

9

Do NOT write a generic CV and then write a nice, detailed cover letter for each application. Many reviewers will go straight to the CV and might not look at the cover letter before hitting delete.

10

Last, but not least. Ask someone and/or ChatGPT to proofread your CV.