

To have an impressive English CV you should not give the following words

Job applications are an indispensable thing for anyone to apply for a job. A good set of records will help you be appreciated in that interview, helping you get the job you want.

A CV is an indispensable part of anyone looking for a job, especially an English CV, and need to be more careful in the writing process. A good and impressive CV will help you be highly appreciated by employers, and will further help you on your career path later. However, in the CV writing process be careful with how to choose the language, because when you write incorrectly or abuse the language in English, it will make your profile vague, not specific and you will complete lost points before employers. The following article will help you know and select the words and should not be in a CV to make your CV the most impressive.



1. Calculating words about emotions

- For these adjectives, you should limit the use of words such as passionate (passionate), enthusiastic, motivated, dedicated, ambitious (ambitious).

- Instead of these words, you can describe your passion for work, enthusiasm in your work to help you overcome the difficulties you have encountered or have achieved an achievement at work. how old.

Example : Successfully guide my team through the crisis in 3 months and increase engagement by 40%.
(Bringing the team to overcome the crisis in 3 months and growing by 40%)

In the event that you have to use those adjectives, it is best to create new ones with alternative adjectives such as: compelled, zealous, ardent, impassioned (passionate), spirited (spirited), fervent (enthusiastic) .

Example : An ardent supporter of methodology SCRUM with 5 years experience in IBM Vietnam.

2. Adjective about creativity

- Besides the emotional adjectives, the adjectives about your creativity should also limit the use of the following words: innovative, creative, out-of-the-box, dynamic, unique, distinguished.

- How to fix

Instead of the adjectives you can prove to employers how the products are, the results are different from the general standards in the market.

Example : Postly - solution first practical to let you draft and send postcards via cloud-based technologies.

When forced to use, prioritize using verbs instead of adjectives (create instead of creative) or apply synonymous, but less boring, adjectives such as: original (unique), cunning (tricky), inventive (creative), ingenious (quick-witted), gifted (gifted), dexterous (skillful) .

Example : collaborate with 5 other designers to create first Vietnamese sticker on Facebook.



3. Adjectives linked together by hyphens (-)

- Limit usage: result-driven, detail-oriented, value-added, go-getter, self-motivated.

- Instead of choosing adjectives that are linked by hyphens, you can choose the adjectives near meaning, or the equivalent of the word to express the intention you want to convey. Download to employers, help them understand you better, some words you can use in this case: meticulous instead of detail-oriented, decisive

instead of self-motivated .

Example: decisive and tough in the face of the 2008 financial crisis and helped the company Surprise unscratched.

Flexibility about capacity

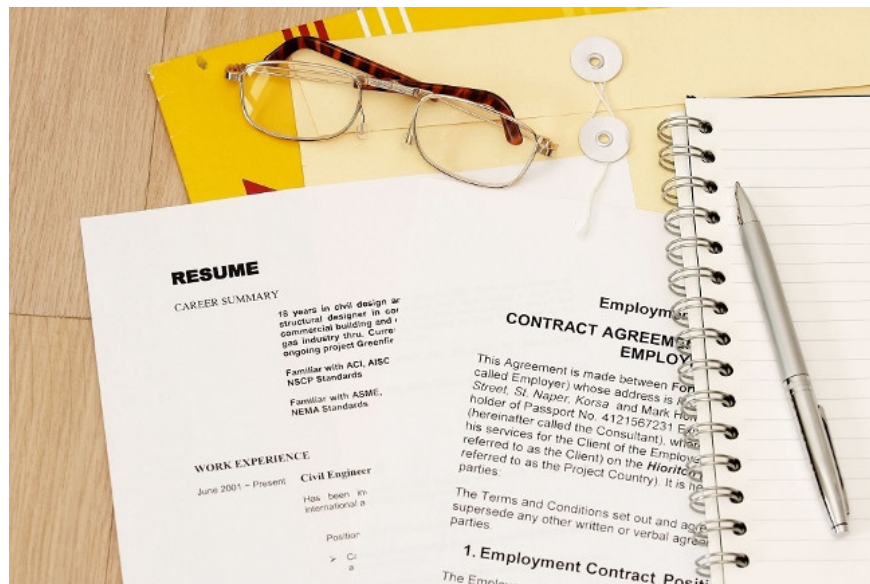
- Restrictions on use: extensive experience, familiar with, highly qualified, knowledge of, expert.

- Solution: Instead of expressing in general the achievements and capabilities of oneself on skills that have the measurement standards recognized by the world such as foreign languages, IT, graphics . you should prove clearly in CV by listing certificates and awards won.

Example : Eloquent in using English for professional purposes with IELTS band 8.5.

With skills that do not have a common assessment standard such as team work, negotiation, critical thinking . you can prove through their work experience, application in daily work. However, remember that you need to select skills that are appropriate for each position, and not that you have studied at university means you are . an expert on a certain skill.

Example : Have confidence in cross-cultural communication with 5 years working in a multinational.



4. Verb expresses the process

- Usage restrictions: handling, solving, optimizing, being responsible, collecting, preparing.

- Solution: Divide the verb from the past tense to create the feeling that you have achieved achievements and imply that you have much experience in those jobs.

Example : solved 10 bad debt cases khi làm vi?c cho HSBC Vi?t Nam.

Use an adjective, noun or verb in the infinitive bare body to express a neutral idea.

For example : prepare proposals and related documents for weekly sale pitch.

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