

TO GET STARTED:

If you don't have a LinkedIn account: [linkedin](#) your free account: [linkedin](#) and be dedicated to your profile

If you have an existing LinkedIn profile, go to the top left side of the page to Edit your profile

IMPORTANT:

If you do not want your profile to be broadcasted. To do this:

- Go to
- Choose
- Under

controls.

I suggest updating your profile regularly to Land your perfect job quickly

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Your Profession

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Choose which information you'd like to be visible for your connections. This includes your email address, phone number, and address. If you're  with to reach you, I recommend  number (the same one on your

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PROFESSIONAL EXPERIENCE

This is where your work history and job experience go. Please take the information that I have provided for you and begin entering it from the top.

Company Name

If you cannot find the company name, use a variation of the company name that the employer uses.

Title

Use a variation of the title that the employer uses if you cannot find the exact title.

Location

Time Period (Start/End)

Description (What you did at the job)

As with your previous job, you should describe the role and your responsibilities. Use bullet points to list your achievements and responsibilities. Try to reduce the number of bullet points to 5-7. Keep your descriptions concise and to the point. Add your contact information (phone number, email address, LinkedIn) when you are finished.

Once you have finished entering your information, click the "Add Job" button to add your next job. Repeat this process for each job you have held.

EXPERIENCE

Company Name

If you cannot find the company name, use a variation of the company name that the employer uses.

Title

Use a variation of the title that the employer uses if you cannot find the exact title.

Location

Use a variation of the location that the employer uses if you cannot find the exact location.

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EXPERIENCE

(A5) Company Name

(B5) Title

(C5) Location

(D5) Time Period

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	Check the box for "I currently work here"
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(E5) Description (200 characters minimum, 1000 maximum)

SKILLS & EXPERIENCE

LinkedIn Skills & Endorsements
connections will
Skills are particu
hiring manager

You can:

- 1. [Add a skill](#)
- 2. Add u

Skills & Endorsements

<p>This section is for your skills and experience. You can add skills and experience here. Before writing, make sure you have a clear idea of what you want to achieve. You can also add a link to your LinkedIn profile.</p>	<p>You carried out</p>	
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This is where your education goes. Please take the information that we have provided for you and begin entering it from the most recent educational experience, and work backward. If you received your degree more than 10 years ago, leave the **Dates Attended** fields blank.

School

Dates Attended

Degree

Once you've filled out your next degree. Repeat these steps for each degree.

School

Dates Attended

Degree

CERTIFICATIONS

Certifications are listed on your profile. If you've never added any, you'll see 2 sections that you can add to. If you've added a full list of sections, you'll see a full list of sections.

Certification

ADD

RECOMMENDATIONS

In a recommendation, you can link to a recommendation. Link to a recommendation.

INSTRUCTIONS

StandOut CV is a free service. However, you can upgrade to a premium version. However, you can upgrade to a premium version.

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