

Asset Recruitment Ltd (“Asset”), established in 1988, is Hamilton’s leading recruitment consultancy. We are locally owned and have a strong commitment to the Waikato. During the twenty years plus of Asset’s presence in Hamilton, we have developed long standing relationships with many clients and candidates, resulting in a thorough knowledge of the market.

Our long-established team of consultants has sixty-seven years of combined recruitment experience.

Our reputation as one of the foremost providers of temporary, contract and permanent recruitment services in the region is the result of our work with many of Waikato’s leading organisations from the manufacturing, legal, accountancy, banking, service, education and government sectors.

Asset’s experienced team shares a comprehensive knowledge of a broad range of organisations and industries, which, together with our awareness of current market conditions, enables us to respond effectively to your recruitment needs.



**Asset Recruitment Ltd**  
10<sup>th</sup> Floor, KPMG Centre  
85 Alexandra Street,  
P O Box 1385, Hamilton, 3240

P 07 839 3685 F 07 839 0177  
[www.assetrec.co.nz](http://www.assetrec.co.nz)

## CV writing

CV preparation is an important part of the success of any Application. Each individual application made must have a customised CV attached.

The CV must not have any spelling errors in it and it MUST be TIDY, PRECISE and CLEAR.

A quick checklist:

- Are my contact details easy to locate?
- Is my email address appropriate?
- If I have included a photo, does it reflect a professional image?
- Does my CV reflect relevant experience for the job I am applying for?
- Have I advised my referees that I have nominated them and they may be contacted if I am short-listed for an interview?
- Ask a friend to critique your CV – does it portray a clear picture of your work experience and skills?

Global CV Solutions are a professional CV writing consultancy with offices in New Zealand and the United Kingdom. They offer a range of tailored CV packages to suit all levels of experience and industry sectors, from Graduate/Entry Level to Senior Executive Level.

To enquire please visit [www.global-cv-solutions.co.nz](http://www.global-cv-solutions.co.nz)