

	Early Career 0 - 3 years	Professional Non - Management	Mid Management	Executive Senior Management
	£159	£220	£280	£320
Invoice provided	☐	☐	☐	☐
In-depth phone consultation of requirements	☐	☐	☐	☐
Career Discussion where you have been, where you are and where you want to go	✗	✗	☐	☐
In-depth conversation on consultative process	☐	☐	☐	☐
CV tailored to a role of your choice if you so wish	✗	✗	☐	☐
Initial phone call to explore your career history, achievements, and KPIs in detail through targeted questions to gain a clear and accurate picture.	☐	☐	☐	☐
First draft written. Writer and client review draft word for word	☐	☐	☐	☐
Complete unlimited revisions and corrections to all drafts, ensuring client satisfaction with the final result.	☐	☐	☐	☐

ATS (Applicant Tracking Software) explained in detail, and its importance	✘	☐	☐	☐
Cover Letter explained and Written	✘	☐	☐	☐
Further ATS coaching explaining the use of keywords, where they are and how to adapt your CV for roles	✘	✘	✘	☐
Cover Letter Template provided for future use	✘	✘	☐	☐
Set LinkedIn account if needed	✘	✘	☐	☐
CV transferred over to LinkedIn and Optimise first page, along with Banner, Summary, education etc	✘	✘	☐	☐

One-to-one LinkedIn Masterclass, taking the client through every setting and privacy setting, setting up LinkedIn, including specific positions for specific locations, national and International, setting up job alerts and much more. 99% likelihood of receiving calls from recruiters	✘	✘	✘	☐
Further assistance on keywords and adapting a CV for roles when required	✘	✘	✘	☐
