

This **Career Change CV** example is just a sample of what your career change functional CV should look like when you prepare for a career change from one type of job role to something different that uses many of your prior developed skills. By identifying clearly the most effective skills you can apply to a new job role, your career change will be seen as a natural move and not a flight of fancy.

### **Example Career Change CV:**

#### **Jonathan Adil**

Roseway Lodge, Ferndown Road Abingstone Northants CV14 G4U

Phone: 01111 5678910 Mobile: 07777 777777 Email: [j\\_adil@myname.me.uk](mailto:j_adil@myname.me.uk)

A highly skilled communicator and senior level manager with highly regarded national and regional organisations, acknowledged as the voice of the company among businesses in the private and public sector and within the general public. Seeking challenging new position to contribute to the ongoing success of a new organisation.

### **Key Skills**

#### **Communication**

- ⤴ Develop and implement a coherent communication strategy, with key messages for all audiences to understand the company's products, plus establishing the standards and practices consistent with the recognition objectives of the organization.
- ⤴ Lead agencies and internal team members in the execution of all communication activities and public relations, and oversee the writing of marketing materials, annual reports, advertisements and other related material.
- ⤴ Manage internal and external communications for two daily newspapers, seven weekly newspapers, a portfolio of magazines and related websites. Budget over £2million.
- ⤴ Introduced high value platforms with local councils and other public bodies.
- ⤴ Organized public events such as Northants. sports personality awards, school children's' awards;
- ⤴ organized and hosted highly acclaimed 'New Years Honours Awards' for local heroes.

#### **Management & Motivation**

- ⤴ Highly regarded manager of a department of 100 plus including teams of writers; supervising subeditors, dealing with advertisers, and coordinating publishing teams to ensure the publication's message is accurately conveyed and team members work together cohesively.
- ⤴ Motivation of staff through improved internal communications and breaking down of departmental barriers through an increased mutual understanding of different roles.
- ⤴ Undertaken leadership and management training courses at the Leadership Trust.

#### **Creativity**

- ⤴ Innovative and creative idea generator to improve internal and external perceptions of key issues and raise new funds for local causes.
- ⤴ Enthusiastic user of latest design and technology to generate and create original, eye-catching, memorable and provocative content ideas for in-house magazines in both traditional and new media.
- ⤴ Highly experienced newspaper/magazine designer.

#### **Financial**

- ⤴ Managed departmental budgets in excess of £2 million.
- ⤴ Launched successful fund-raising campaigns.
- ⤴ Maintains strong financial control with a keen eye for best-value based cost savings.
- ⤴ Campaigning; Created and launched award-winning campaigns to raise awareness of local issues and raise funds for worthy causes:
- ⤴ Collaborated with Chief Executive of Durham Hospitals Trust to campaign and raise £1m

## ***Career History***

### **Editor-in-Chief / Editorial Director Northants Newspapers 2001 - 2009**

Running two daily newspapers, seven weekly newspapers, a portfolio of magazines and related websites. In charge of an editorial department of 100 plus and its related budget of £2million plus.

As the figurehead of the company at all events and the voice of the company, significantly increased circulation on weekly newspapers during a time of industry decline.

### **Chief Sub Editor National Daily Newspaper 1989 - 2001**

Producing accurate news and feature pages to tight deadlines for Britain's biggest selling daily newspaper. Launched The paper's Saturday TV supplement: 'The Day'

**Chief Sub Editor:** National daily newspaper. 1989 - 1989

**Sub Editor:** National daily newspaper. 1986 - 1989

**Reporter** for National Press 1979 - 1985

**Local Reporter** 1977 - 1979

### ***Memberships of Professional Bodies***

- ✦ Chartered Institute of Journalists
- ✦ Society Of Editors
- ✦ Chartered Institute of Public Relations

### ***Personal Information***

- ✦ Date Of Birth: 21st November 1959
- ✦ Prepared to relocate.
- ✦ References Available Upon Request

This Career Change CV example follows a simple CV layout to showcase the specific skills that will allow this candidate to successfully make a career change. Readers of this type of CV naturally make the connection between the job role and the key skills and specific strengths of the individual.

For help with CV writing read my

CV writing services information: <http://www.your-career-change.com/cv-writing-services.html>