

## Curriculum Vitae

### Our Ethos

We believe that communication is most effective when it is delivered with honesty and integrity. We partner with our clients to ensure our communication strategies are best for their business and their customers.

### Our Capabilities

In a market flooded with candidates, a good Curriculum Vitae is vital to stand out from the crowd. Regardless of whether the CV is for a job or a tender proposal, most people don't know how to sell themselves effectively using this format, and agents and project managers simply don't have the time to rewrite them.

Miller & Miller Strategic Communications Consultants offer a comprehensive CV writing service in order to give your candidates the best chance to secure that vital first interview.

Our skilled and experienced writers understand that each person, role and project is different, and CVs need to be tailored to meet specific requirements. In order to achieve this we will:

- Interview the candidate in order to "tease out" the best and most relevant information
- Present your candidate's experience, skills and qualifications in the best possible light
- Ensure the tone and language suits the candidate and position
- Tailor the CV to suit the role or project
- Format the CV as required.

In addition, Miller & Miller Strategic Communications Consultants can write accompanying documentation including:

- Covering Letters
- Executive Summaries
- Application Forms.

We also offer:

- Tender Development
- Public Relations
- Internal Communications
- Website and Intranet Development
- Feature Writing
- Copywriting
- Project Management
- Editing Academic Papers
- Production of Sales Materials
- Corporate Writing and Editing
- Writing Award Submissions.

Stand out from the crowd in this difficult market with a Curriculum Vitae that showcases you and your skills.

## Who are we?

Miller & Miller Strategic Communications Consultants is an all-round communications consultancy which specialises in helping you to reach your customers, clients or co-workers effectively using a variety of communication tools including reports, newsletters, publications, marketing, the media, websites and much more. We offer analysis of your current approach, practical guidance on how to improve your communications, and effective and professional implementation of an agreed strategy.

### VERONICA MILLER

Veronica has over 10 years' experience as a journalist, editor and communications specialist in Australia and the UK. She has extensive experience writing CVs for high-value tenders and projects.

