

This is a long lasting confusion. and I am sure even after reading this article, doubts will remain ;) but i have tried to clear the confusion as much as possible. Hope we leave this page with a "Finally i know" :) [does generic cialis really work](#) [buy cialis online pharmacy online](#) [cialis and online pharmacy](#) [cheap cialis indice](#) [buy generic cialis online](#) [cialis price europe](#) [cialis max dosage](#) [buying cialis online](#) [cialis prescription india](#) [cialis 10 20 mg](#) [cialis discount generic](#) [the buy cialis](#) [cialis au canada](#) [comprar cialis generico](#)
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RESUME

Resume is a French word meaning "summary". A resume is ideally a summary of one's education, skills and employment when applying for a new job. A resume does not list out all details of a profile, but only some specific skills customized to the target job profile. It thus, is usually 1 or at the max 2 pages long. A resume is usually written in the third person to give it an objective and formal tone.

Structure: A good resume would start with a Brief Profile of the candidate, Summary of Qualifications, followed by Industry Expertise and then Professional Experience in reverse chronological order. Focus is on the most recent experiences (with responsibilities and accomplishments), and previous experiences are only presented as a summary. This would be followed by Education details and/or Professional Affiliations and/or Voluntary Initiatives.

C.V. - CURRICULUM VITAE

Curriculum Vitae is a Latin word meaning "course of life". It is more detailed than a resume, generally 2 to 3 pages, or even longer as per the requirement. A C.V. lists out every skill, all the jobs and positions held, degrees, professional affiliations the applicant has acquired, and in chronological order. A C.V. is used to highlight the general talent of the candidate rather than specific skills for a specific position.

BIO-DATA

Bio Data is the short form for Biographical Data and is an archaic terminology for Resume or C.V. In a bio data, the focus is on personal particulars like date of birth, gender, religion, race, nationality, residence, marital status, and the like. A chronological listing of education and experience comes after that.

A resume therefore would be ideally suited when experience people apply for specific positions where certain specific skills are more important than education.

A C.V., on the other hand should be the preferred option for fresh graduates or people looking for a career change. It could also be used by people applying for academic positions.

The term bio-data is mostly used in India when people apply for government jobs, or for research grants where one has to submit descriptive essays. Bio Datas are not common in the international markets where personal information like age, gender, religion are not required to be submitted by candidates.