

UAE ATS CV and cover-letter pack

Clean Arabic and English CV, cover letter and review checklist.

A simple machine-readable employment pack linking experience to outcomes and the target role without promising selection.

Pack reference	Version	Review date
uae-ats-cv-cover-letter-pack	2026.08	15 Aug 2026

Working fields

No.	Field	Entry / notes
1	Name and contact	[]
2	Target title	[]
3	Professional summary	[]
4	Skills	[]
5	Experience and outcomes	[]
6	Education	[]
7	Certificates	[]
8	Languages	[]
9	Role keywords	[]
10	Cover letter and review	[]

Use guide

What does it organise?	Organise experience, skills and achievements and prepare a role-specific cover letter.
What does it not prove?	It does not guarantee ATS passage, interview or offer and must not contain false experience or qualifications.

Checks before approval

1	Tailor the CV to each role.
2	Express duties as supportable outcomes.

3	Avoid heavy columns and graphics.	
4	Do not add false facts or skills.	
Notice: Independent job-application template with no official approval or guarantee of ATS passage or selection.		
Prepared by	Reviewed by	Approved by
Name / signature / date	Name / signature / date	Name / signature / date

PDFUAE PREVIEW