

[Delete every bracketed note before you send this. They are guidance, not content - and a resume that arrives with them still in it is the fastest rejection there is.]

FIRST LAST

+44 0000 000000 · first.last@email.com · London, UK · linkedin.com/in/firstlast

EXPERIENCE

[Experience goes first now, and education drops to the bottom. You are being read by someone deciding whether your last three years transfer - and the answer is in the bullets, not in the job titles.]

Current Firm

London, UK

Current Title

Sep 2024 - Present

[Translate. An audit senior has read more sets of financial statements than any analyst on the desk - say that in the language of the desk. "Reviewed revenue recognition across a £300m consolidated group" is transferable; "led fieldwork on the FY25 statutory audit" is a sentence for other auditors.]

- [The financial analysis you did, in banking's words rather than your industry's.]
- [The transaction, diligence or valuation work, however small a share of the role it was.]
- [Something you owned end to end. Lateral hires are bought for judgement, not for keystrokes.]
- [The client-facing or senior-facing part. Analysts talk to clients sooner than they expect to.]

Previous Firm

City, Country

Title

Jul 2022 - Aug 2024

- [Two bullets. Compress hard - this is context, not the case.]
- [...]

TRANSACTION & MODELLING EXPERIENCE

[Optional, and powerful. If your day job has not given you deals, this is where self-directed work belongs - a model you built to a brief, a valuation you can defend, a completed course with an assessed component. It is the section that answers "can they actually do the job", which is the only question a lateral CV has to answer.]

- [Model type] · [sector] · [what it was for] · [what it concluded]
- [Second, if it is not a repeat of the first.]

EDUCATION

University Name

City, Country

[Degree], [Classification]

2022

- [Professional qualification - ACA, CFA level, CPA - with the date it completed.]

SKILLS & INTERESTS

- Technical: Excel (three-statement modelling, LBO, DCF), [Alteryx, SQL, Power BI - only if used]
- Interests: [three, specific]