

My CVs

Terms & conditions for students

Terms of use

My CVs is a service provided and operated as part of the 'JobsLive' system administered by the Careers Service at Imperial College London. It is made available to current students and recent alumni (within 3 years of graduation) at Imperial College London, with the exception of MBA and MSc Business School students. By using My CVs, you are deemed to accept the following terms and conditions.

If you do not wish to be bound by these terms and conditions, please do not register or use JobsLive.

My CVs consists of:

- CV reviews allowing Imperial students and users to upload CVs and submit these for review. You must provide an accompanying description for the purpose of the CV in order to receive feedback within three working days.

Data protection and My CVs

The Careers Service offers dedicated professional information and impartial advice to students and alumni of Imperial College London.

This information is for guidance purposes only and is open to individual interpretation. We're committed to protecting your privacy, and any correspondence will be dealt with in accordance with the EU General Data Protection Regulation (GDPR). See Imperial College London Guidance on [Data Protection](#) and [Freedom of Information](#).

If you wish to provide [feedback](#) on our services then please go to our website.

Who we are and how to contact us

My CVs is provided and operated by the Careers Service at Imperial College London. Our opening hours are 10:00 – 17:00, Monday to Friday, apart from when College is closed.

Our address is:

Careers Service, Imperial College London

Level 5, Sherfield Building | South Kensington Campus | London, SW7 2AZ

t: +44 (0)20 7594 8024

e: careers@imperial.ac.uk

Scope of service

The Careers Service offers a CV review service via My CVs. Students and recent alumni of Imperial (up to three years of graduating), with the exception of Business School MSc and MBA students, can upload their CVs to the system and submit up to three for review within a 90 day period. Upon submission, a trained member of the Careers team will review the CV and provide feedback via email in one of three categories ("Looks good", "Needs some work", "Needs considerable work"). Feedback given will include comments on the CV submitted, plus further useful resources for CVs/application process. Please allow up to three working days from submission to receive feedback.

Who has access to the personal student and CV data?

Only Imperial Careers Service staff can search and access your CVs.

