## AD ENERGY RECRUITMENT

# **CREATING THE PERFECT CV**



Put your contact information front and centre - this quickly shows the person reading where you're based.

## JOE BLOGGS



Don't forget to include any relevant letters after your name it's a quick way for employers to see if you're qualified for the role.

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### PROFILE

An experienced Biogas plant operator with knowledge in operating and maintaining Biogas infrastructure. Strong experience in managing anaerobic digesters, recording operational parameters of a plant and responding to unsatisfactory trends. Currently working for one of the nation's largest diversified energy plants and seeking the opportunity to progress into a plant management role within this fast-growing and exciting sector.

#### QUALIFICATIONS

IBBK – Basic Training for Plant Safety (2018)

IBBK – Refresher Course in Plant Safety (2021)

EnviTec - TRAS 120 & TRGS 529 Certifications (2019)

### **KEY SKILLS**

- Operating pumps, compressors, chillers, valves, sampling/testing devices, and biogas upgrading equipment
- Maintaining operator and equipment logbooks
- Troubleshooting process issues
- Diagnosing mechanical faults
- Collecting samples from the plant
- Conduction lab analysis on samples
- Communicating process performance to other staff including supervisors

## SYSTEM SKILLS

SCADA, PLC, SIMBA

Key skills highlight your suitability for the role and are easily found by online recruiters that are searching your CV.





This is a great place to provide an overview of you professionally and what you're looking for! If you have something that makes you stand out, put it here.



When listing qualifications, add dates and your grade/whether you passed first time.

It's really important to list system or technical skills. Some employers only hire a candidate if they can demonstrate knowledge of certain systems.



#### CAREER HISTORY



Include a description of the company, including revenue, ownership structure and what they do.

#### January 2019 – Present EnviTec Biogas UK

EnviTec Biogas UK is Europe's strongest partner for biogas and biomethane technology with more than 600 plants worldwide.

#### **Biogas Plant Operator**

- Maintenance checks
- Feeding of the digester
- Feedstock management, record keeping
- Monitoring the plant control system and responding accordingly.
- Operation and maintenance of the site weighbridge
- Basic feedstock sampling and testing
- Health & Safety implementation and compliance.

#### Achievements:

- Supporting the implementation and optimisation of a new plant control system
- Improving and automating processes to reduce the stresses of feedstock sampling and testing
- Ensuring provisions are in place to allow adherence of Animal Health & Environment Agency requirements



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Be as descriptive as you can when you explain your day-to-day responsibilities! if possible, provide examples of your achievements or successes to provide further context.

