

OFFSHORE CV CHECKLIST



EXECUTIVE SUMMARY

A concise overview of who you are, your strengths, and your motivations for pursuing an offshore role.

ACADEMIC RECORD

Full details of all academic qualifications including grades for GCSEs, A-levels and University degrees.



TRAINING CONTRACT EXPERIENCE

A breakdown of your trainee seats with specific, substantive examples of your work.

ADDITIONAL WORK EXPERIENCE

Details of any paralegal roles or prior professional experience. All relevant experience is valuable.



INTERESTS AND ACTIVITIES

Relevant hobbies and interests that demonstrate cultural fit and ability to integrate into offshore life.

NOTE: If you need tailored support refining your CV, The Agency Legal Talent can provide guidance to ensure your application aligns with market expectations.