

The Job Seekers Submission Process

Step 1

Once you have selected the service and turnaround time that best matches your requirements, click on the relevant price figure. The service you have chosen will automatically be added to your online shopping basket and you will be taken to a new window where you can pay for the service you require.

Step 2

Once payment has been approved, you will be asked to click on a button titled 'Next'. An e-mail will then automatically pop up, addressed to submissions@wordsworthreading.co.uk. Here you can attach your CV, Application Form or drafted Cover Letter and also provide any additional instructions or pieces of information that you feel would be relevant to the editor. Then simply press 'Send'.

Step 3

Once your documentation has been submitted to us you will receive an automatic email confirmation receipt. Within 1 hour of receiving your submission we will allocate a named editor to complete your work. You will also receive your editor's contact details should you need to contact them.

Step 4

Once work on your submission has been completed you will be sent your revised CV, completed Application Form or revised Cover Letter. Simple as that!