

# Resume & Recruiting

Cloud Computing and SaaS



# Announcements

- Homework 3 Due Thursday
  - Interactive Walkthrough for 3A tomorrow at Ari's office hours (Wed 5-7pm)
- Project
  - Releasing Thursday; Weekly checkpoints due every Friday (not this week)
    - 6-7 total checkpoints before deployment!
    - Workload ramping up, Office hours, OkPy
  - Large codebase -- Spend extra time during the first week exploring!
- AWS Educate Sign up, HW 4, Due Friday

# Introduction and Disclaimer

- ▶ A good resume can get you pass the resume screen in a recruiting cycle
- ▶ **A resume is really only the best professional version of yourself**, so getting experiences to put on your resume is very important
- ▶ Push yourself as much as you can while still keeping your mental health in check

# Introduction and Disclaimer

- ▶ Every recruiter is different
- ▶ Different jobs look for different things
- ▶ Software engineering and other technical roles
- ▶ Our qualifications as student instructors

# ▶ Today

- ▶ Resume tips that no one tell you about
- ▶ The secret online presence strategy
- ▶ Recruiting timeline and tips to get a job





# Resume

How to bypass the resume filter

# Resume Breakdown

- ▶ **Education:** Berkeley + graduation date
  - ▶ Cut out high school and community college
  - ▶ GPA: it does not matter as much as you'd think for software engineering roles
- ▶ **Experience:** Work and internship experiences
  - ▶ Cut out unrelated work like bartending
  - ▶ You can put club experience if you need to fill up space, otherwise have a separate section just for clubs/leadership

# Resume Breakdown

- ▶ **Projects:** CS projects
  - ▶ Try to not have projects from big classes like 61ab
  - ▶ Two to four projects on your resume
- ▶ **Skills:** Filler section
  - ▶ No soft skills on a resume
  - ▶ Break into languages and framework
  - ▶ Optional: interests



# Resume Design

- ▶ Style
  - ▶ One page is optimal
  - ▶ One column is usually better
  - ▶ Traditional resume work better statistically for software engineering (small sample size research)
- ▶ Design
  - ▶ Hyperlink projects, link GitHub
  - ▶ Carefully chosen margin size
  - ▶ 8-12pt font, professional font (e.g., garamond)

# Resume Order

1. Education
2. Experiences
3. \*Skills\*
4. Projects
5. (Leadership/Teaching)
6. (Awards)
7. \*Skills and Interests\*

()= Optional

\*= Either order works

The image shows a resume template with several sections, each followed by redacted content represented by black bars. The sections are: EDUCATION, EMPLOYMENT, PROJECTS, AWARDS, and SKILLS. The redactions are of varying lengths and are placed over the text in each section, obscuring the specific details of the resume.

# Resume Priorities

## Text styles

Use bold/italics text carefully. Prioritize company name over work title, regardless if the company is prestigious

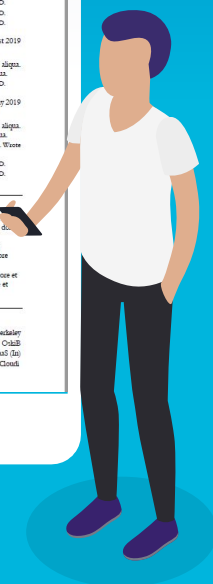
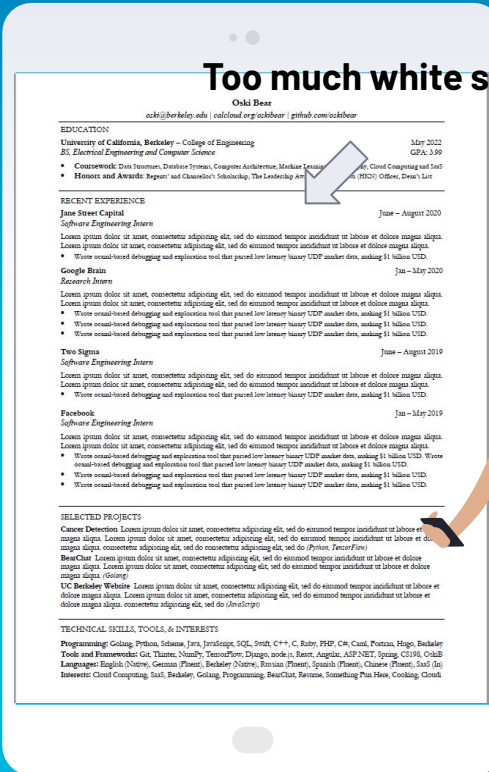
## Margins

Maximize white space, make use of margins. Do be careful and not make the margins too skinny (might look weird)



# Resume Example Traditional design

## Too much white space



# Resume Details

- ▶ Bullet points
  - ▶ Avoid jargon, straight to the point
  - ▶ Highlight accomplishments rather than duty
  - ▶ Do not assume the recruiter knows what you have on your resume (i.e., say Cloud Computing instead of CS198-73)
  - ▶ Make sure the description is relevant
  - ▶ Three points to consider: what, how, and impact
  - ▶ Quantify with numbers

# Resume Relevancy

- ▶ Recency matters
  - ▶ No high school, SAT scores (unless applying for select investment banking firms)
  - ▶ Unique high school accomplishments like valedictorian and Olympiad awards could be mentioned, but very briefly
- ▶ Select and filter relevant experiences
  - ▶ Not everything belongs on a resume

# Resume Exaggeration

- ▶ How to do it without lying
  - ▶ Scenario: project in progress, not completely finished
    - ▶ Having it on resume anyways is OK
    - ▶ Still requires deep understanding of project
    - ▶ Projects aren't always open sourced, so it's fine to not have the source code readily available
- ▶ Why to not lie
  - ▶ Might be blacklisted/fired from said company

# No Experience?





# No Experience At All

- ▶ Getting one experience makes getting others easier
- ▶ What do I put if I don't have any internships?
  - ▶ Research positions
  - ▶ Course AI/CSM/Reader
  - ▶ Club memberships
  - ▶ Worst case scenario, high school experiences
- ▶ How do I get my first experience without connections?
  - ▶ Local startups (e.g., Angel.co)



# Online Presence

How to stand out, get a job, find cofounders

# Online Platforms

- ▶ Personal site
- ▶ LinkedIn
- ▶ Tech Twitter
- ▶ Even Discord



# Online Presence Benefits

- ▶ High SEO ranking
  - ▶ Recruiters find you first
- ▶ Following
  - ▶ With a following, more people know you, meaning you can easily crowdsource opportunities and even funding for a startup
  - ▶ More trusted and respected

# Personal Site

- ▶ How to get a personal site for free (out of scope):
  - ▶ Host on Github pages, requires money for personal domain
  - ▶ Or host on OCF
    - ▶ Upload custom html, css, and javascript files to OCF to get a personal site at [https://ocf.berkeley.edu/~your\\_username\\_here](https://ocf.berkeley.edu/~your_username_here)
- ▶ Pros of personal site:
  - ▶ More reputed, better respected for contract work

# LinkedIn

- ▶ Recruiters oftentimes look at your linkedin
- ▶ Good to have for coffee chats
- ▶ Reach out for referrals
- ▶ Keeps track of your network

## Your Dashboard

*Private to you*

1,400,750

Who viewed your profile

# Other Platforms

- ▶ Twitter
  - ▶ Tech twitter is really big right now, and it's a way to reach out to those higher up
  - ▶ Journalists follow Twitter (maybe if you are lucky, you could get a PR article)
- ▶ Discord and Slack
  - ▶ Online Era - many opportunities everywhere
  - ▶ Meet potential cofounders

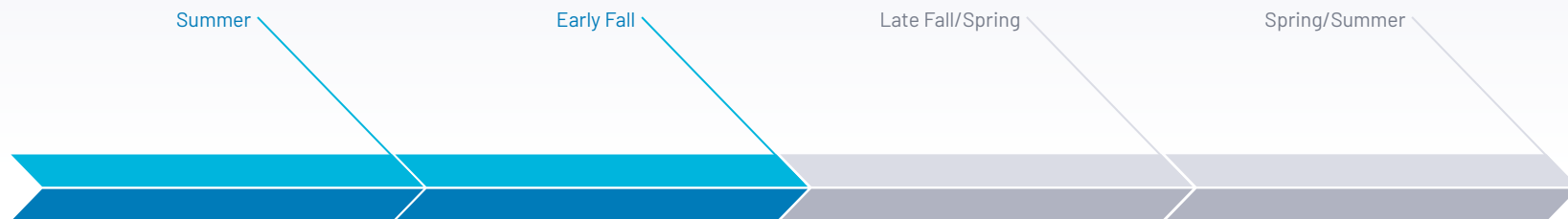


# Recruiting

Recruiting Timeline and Tips



# Recruiting Timeline



## Cycle Begins

Consulting companies starting to open. Quant companies rolling basis

## Early Stage

Tech (SWE/ML) companies starting to open

## Mid Stage

Offers are starting to roll out. Job apps still open

## Cycle Ends

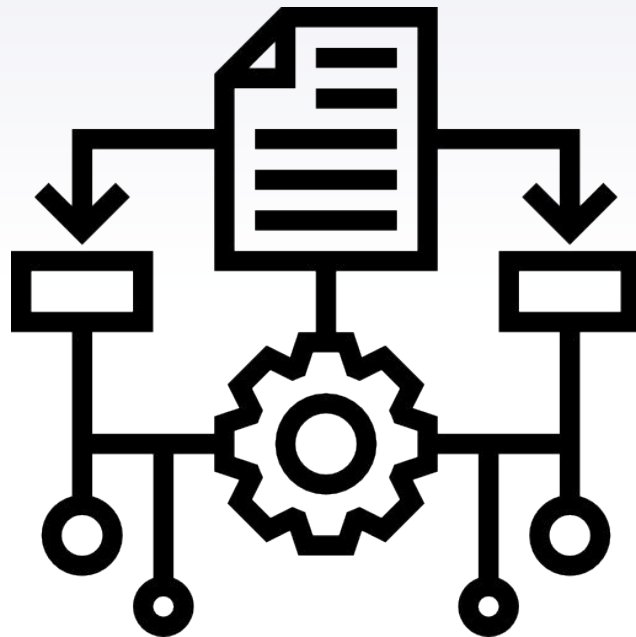
Job apps begin to close, and offers are being finalized

# Referrals and Emailing

- ▶ For fulltime and internship roles, referrals are pretty important
- ▶ Cold emailing professors for research
  - ▶ If you cold email 200 professors, you are probably going to get at least one position
  - ▶ Write a great template, and modify it to fit a little of each professor's preferences

# Interview Prep

- ▶ Grinding LeetCode
- ▶ Take CS61B and 170
- ▶ Use Python in most scenarios (saves a lot of time)



# The End

## Any questions?

- ▶ Come to our office hours for help and advice!

