INSTRUCTIONS ON MAKING A CV FOR MBA

Creating a corporate resume for MBA pass outs involves showcasing not just your education but also your leadership skills, strategic thinking, and business acumen. Follow that step-by-step guide to help you craft an effective resume:

1. Contact Information:

Include your full name, phone number, professional email address, and a link to your LinkedIn profile. Ensure that your contact details are up-to-date and professional.

2. Executive Summary:

Write a compelling executive summary that provides a snapshot of your professional background, key skills, and career goals. Tailor this section to highlight what makes you a unique and valuable candidate.

3. Education:

List your MBA degree prominently, including the name of the institution, degree earned, specialization (if any), and graduation date. You can also mention any academic honors or awards

4. Relevant Experience:

Detail your professional experience in reverse chronological order. Emphasize your leadership roles, achievements, and impacts on the organizations you've worked for. Quantify your achievements where possible, using metrics and percentages to demonstrate your contributions.

5 Skills:

Highlight a mix of technical and soft skills relevant to the business world. Include skills such as strategic planning, data analysis, project management, leadership, and communication.

6. Professional Achievements:

Devote a section to showcase specific achievements in your career. This could include successful projects, revenue growth, cost savings, or any other impactful results.

7. Leadership and Teamwork:

Emphasize your leadership and teamwork experiences. Showcase instances where you led teams, managed projects, or collaborated with cross-functional teams.

8. Internships and Projects:

If applicable, highlight any internships, consulting projects, or business-related projects you undertook during your MBA program. Describe your role, the challenges faced, and the outcomes achieved.

9. Certifications:

Include any relevant certifications you have obtained during or after your MBA program. This could include certifications in project management, finance, or industry-specific certifications.

10. Professional Memberships:

List any memberships in professional organizations or industry associations related to your field of study or career aspirations.

11. Languages:

If you are proficient in multiple languages, mention them. Fluency in additional languages can be an asset, especially in global business environments.

12. References:

Similar to the bachelor's pass out resume, you can mention "References available upon request." Ensure you have a list of professional references ready if needed.

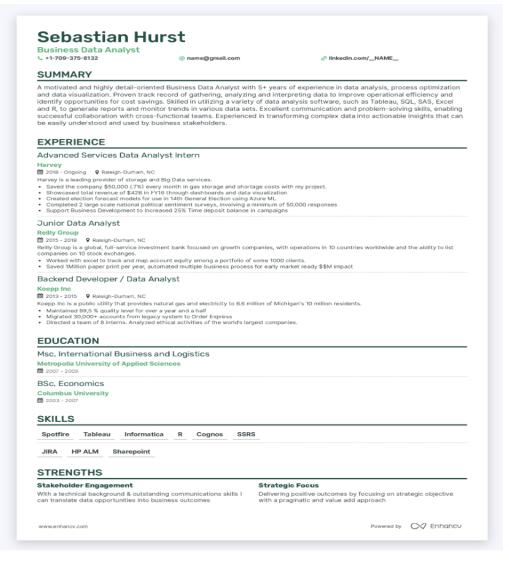
Additional Tips:

- Keep the resume focused and tailored for each job application.
- Use action verbs and quantifiable achievements to make your accomplishments stand out.
- Consider the specific requirements of the job you're applying for and tailor your resume accordingly.

Customize your resume for each application, focusing on the aspects of your experience and skills that align with the specific job requirements.

NOTE* Please verify that your resume aligns with the provided samples and guidelines.

Kindly submit your resume to your class CR by the end of November 2023. If you have any questions, do not hesitate to reach out to Ms. Ekmit or Ms. Prerna.



DANETTE EASTWOOD

Full Stack Developer +1-555-555-5555 • danette.eastwood@gmail.com • github.io/danette.east • San Fransisco, CA

Summary

Full Stack Developer with over 10 years of experience in Java/JS, Angular, Vue, React, Python, NumPy, SciPy, Scikit-learn. Led development of \$500K research project which was deemed a "gold standard" by the client. Increased client's revenue 2-fold after fine-tuning AI/ML-based algorithms. Well-acquainted with HR methodologies.

Experience

Boyle

Senior Full stack Developer

2018 - Ongoing

Boyle is an international Technology and Management Consulting Group with a rapid pace development and innovative solutions for demanding projects. I work as a full-stack developer here, responsible for building, deploying and maintaining internal web applications.

- Hired, trained and leading an Agile team of 7 full-stack developers
 Developed indexed database architecture using SQL procedures and triggers for 10 different applications
 Worked with Core lava to develop automated solutions to include web interfaces using HTML, CSS, JavaScript and Web services
 Worked with a committee of 6 members to organize fun-activities for the employees

Full Stack Developer

2013 - 2018

- Lauzon is a universal digital loyalty program that offers unique and fun rewards at the places you love.

 Hired, trained and lead Agile team of 7 full-stack developers

 Simultaneously created & maintained scheduled jobs in SQL Server for space maintenance and daily backups of system and user databases for
- Increased company revenue by 30% within 2 months after developing and implementing business logic for over 20 features
 Designed and Developed UI design for over 15 clients using CSS, HTML, ASPNET, Vue, and React; websites scoring over 85 on Lighthouse

Keeling Group

Solution Architect

2010 - 2013

Keeling Group is a leading Digital Product Studio in California, helping companies to thrive on mobile apps, the web, VR/AR and IoT.

- Shortened project timeline by 14 months for company's largest customer by managing relationship with 3rd party vendors, saving over \$800K
 Led development of \$500K research project which was deemed a 'gold standard' by the client
 Fine-tuned and developed A/ML-based algorithms based on the results with Scikit-learn, increasing revenue 2-fold
 Performed Web Scraping over a catalog of 100K+ school supply products using mainly NodelS and MongoDB; completed in 1 month

Education

Stanford University M.S. in Computer Science

2008 - 2009

Skills

Client-Side: HTML · CSS · JS · Angular · React · Vue · Redux · TypeScript · Backbone · Bootstrap

Server-side: Python - NumPy - SciPy - Scikit-learn - Keras - Eli5 - TensorFlow - MySQL - NodelS - Redis - AWS - MongoDB - Spark -

Development & Operations: JUnit • NUnit • PvUnit • TestCafe • Mocha • Jest • Scrum • Agile • GIT • Azure DevOps

OPEN SOURCE WORK

OpenFlow based Firewall

https://github.com/danette.east/OpenFlow-Firewall OpenFlow protocol-based proactive Firewall in Python and NodelS. 08/2012 - 12/2013

- Configured static rules using MD-SAL
 Engineered proactive rule evaluation system at OSI layer 7 using POX controller
 Provided flexibility to configure rule using centralised NodelS based GUI

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