Task: Career Guidance 1

Technical CV and Portfolio

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Introduction

Welcome to the Career Guidance & Support module!

Congratulations on making it this far! You have reached the end of your bootcamp and have acquired truly valuable skills, which will help you excel in your career as a coder. We are now beginning the next stage of your journey: job preparation. Please carefully follow the instructions below.

You don't have to take our courses alone! This course has been designed to be taken with an online mentor that marks your submitted code by hand and supports you to achieve your career goals on a daily basis.

To access this mentor support, simply navigate to **www.hyperiondev.com/support**.

Compulsory Task 1

Tell us your plans after the bootcamp

We would like to understand your immediate plans and priorities so that we can align this phase of your career support journey as closely as possible to your future aspirations and career goals.

Please fill in [this form](#) to tell us more about your plans after this bootcamp.

Do not hesitate to reach out to support@hyperiondev.com if you have any questions.

Next we will be looking at preparing your CV and a technical portfolio.

Now that you have acquired the relevant skills, it is time to add these skills onto your resume and showcase them to potential employers and/or other developer communities through your technical online portfolio.

While everyone can be adept at describing themselves and their skill-sets, it can be tricky putting that together on paper. We can all use a little help with our resumes, especially when pursuing a career in a highly technical field.

Please go through the tips below, which will help you greatly in optimizing your resume and effectively drawing the attention of your prospective employer.

1. Use the right technical keywords to ensure getting shortlisted

Highlighting your technical skills that are most relevant to the job (or including a technical summary) is a good idea, because the first person reading your resume could be non-technical (like a third-party recruiter) who may only be knowledgeable enough to look for certain keywords. If your resume does not stand out for this person, there's a chance it may not even get shortlisted although you possess all the right skills relevant to the role.

So, make sure to include appropriate keywords from the job description (as long as it's all true - remember, employers check past references!). However, avoid listing every technology you've ever worked with or know about. As always, brevity is key.

2. Prioritise key strengths in keeping with recruiter attention spans

It's important to keep in mind that most hiring managers get only halfway through your resume before deciding if they are going to continue reading or simply discard it. Given that you have such limited attention spans in which to make your case, ensure that you keep things crisp, avoid jargon, and cut out unnecessary details. Also, ensure that you mention your biggest strengths first, preferably within the top half of your resume.

3. Keep your resume to an appropriate length

The optimal length of the resume will depend on your experience. Having a one-page resume with 15 years of experience wouldn't send the right signals, and neither would having a four-page resume with only a year or two of experience. Always aim to keep your resume to a maximum of 2 pages, unless specifically asked for more pages. Hiring managers appreciate short CVs, and do not really read long ones.

You can keep a longer one as a reference for yourself, and use it to build shorter ones that are tailored to specific positions (i.e. highlighting specific projects/experiences from past work experience, which showcase your strengths most strongly for the position for which you're applying).

4. Be clear about dates and timelines

It is important to be clear about your dates of employment (if employed previously). Most employers want to see months, not just years — especially if you have some gaps or are currently unemployed. If you have any gaps in employment, be ready to answer questions about it and prepare in advance to ensure you can answer such questions in the best way possible. Be honest and upfront, and don't make prospective employers guess.

5. Highlight accomplishments, not just responsibilities

Descriptions of your past positions should ideally include a broad overview as well as specific accomplishments. It shouldn't just be a bullet list of your responsibilities. Most people create their resume based on everyday job duties, but that fails to stand out or create impact in the mind of the person reading your CV (along with a hundred other CVs!).

Wherever possible, quantify your responsibilities and achievements – for instance, "had 3 junior software developers reporting directly to me", or, "created an efficient inventory management system, saving $50,000 annually for my department." Be ready to provide more details on your accomplishments (and how you quantified them), if asked.

6. Use Action Verbs

Words such as "participated in" or "was part of a team that (…)" make you seem more like a passive team member, than a true contributor or a leader. It's okay to use these terms once or twice, but it's much better to use more proactive terms such as "managed", "completed", "led", "developed," etc.

There are many other key aspects to consider when putting together a technical resume beyond the ones we've mentioned above. We will discuss those in greater detail once we've received your initial CV for review.

Please see instructions for the compulsory task 2 below.

Creating an online technical portfolio

In this modern, technologically-driven world, online portfolios are used by people in many different professions, including photographers, graphic designers, writers, etc. They have become commonplace for a wide variety of people, and not only "creative" types.

A portfolio is simply an organized collection of your best work. It can include a variety of things, though the core should present your strongest skill sets.

How does this apply to your coding career? You can use the work you've created throughout your bootcamp (and other learnings) as part of your portfolio. The aim of the portfolio is to show future employers your talents, technical skills and knowledge. This starts right from your professional social media profiles such as Linkedin or Google+, all the way to a personal blog, personal/professional website, and definitely a GitHub account.

These days, a portfolio isn't just a collection of work samples. It is rather an opportunity for you to showcase:

- Who you are
- What kind of work you do
- How you do that work
- Where you want to go next, and
- Who you really want to work with

All of these aspects reflect your technical abilities! Let's dive right into it in the task below.

Compulsory Task 2

CV and Technical portfolio

- Please prepare and submit your CV. Our Career Support team will review and provide comprehensive feedback and/or recommendations for any necessary improvements.

- Create and send us links to your technical portfolio – this can be a personal website/blog, a Github account with code on any of the projects you have worked on, or any other appropriate online portfolio.

Please send all of the above to support@hyperiondev.com.

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