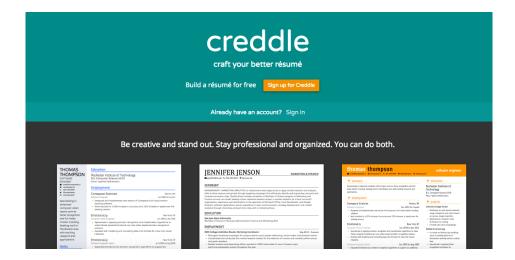
## How to Build Your Software Engineering Resume

Building a resume for a new role or a career transition can be intimidating. What do you share? What do you omit? This guide will help lead you through the construction and development of your software engineering resume to highlight your unique experiences and sharp technical skills with potential employers. Let's dive in!

## **How to Start Building your Resume:**

- 1. Go to Creddle.io and create a free account
- 2. **First, enter your information** (Name, Contact Info, Summary, Skills, Projects, Experience/Employment, and Education)



- 3. **Then, you'll "create" the resume.** Once you're on this step of the process, you'll be able to choose a Theme/Format for your resume. We recommend Berlin, Quantico or Marianas. Selecting resumes with multiple columns or sections can create confusion for the person reviewing your resume.
  - You can also use the Customizer to move your sections around as well as change font styles, colors, etc.

## Make the most of each section in your resume!

- 4. Tips for maximizing your potential and creating a cohesive resume.
  - **a. Summary:** Keep this section short and to the point (2-4 sentences). Highlight your most relevant pedigree, experience, projects, and impact.
  - **b. Skills:** Focus on your most relevant skills for the roles that you're applying to and don't be too vague. Be sure to cross-reference your skills with those required for the positions that you'll be applying to in your job search.
  - **c. Projects:** Provide the Title of the project followed by the Objective, Tools/Tech used (the How?), and what the result or outcome of the project is
  - **d. Experience:** Be sure to consider that your audience may not be familiar with the industry you're coming from. Provide enough context to make it accessible but not so much that your description is too long. Provide a balance of qualitative and quantitative details that outline your technical and non-technical tasks along with sharing your impact.
  - **e. Education:** Always provide information about your school, degree, and graduation dates. You can also include focus areas in your studies if they are relevant to the industry or role you're applying to. Be sure that your formatting is consistent.
  - f. Additional sections: Certifications, Awards, Publications or Patents: It's important to only include <u>relevant</u> certifications, awards, publications, etc. It is always beneficial to include patents. If you'd like to share your publications but they are too numerous to include on your resume you can include your Google Scholar link above beside your Github and LinkedIn links.

## **Final touches**

A few things to keep in mind while you're writing your resume.

- a. Create a Consistent Narrative: It's helpful to keep a common thread moving throughout your resume so that someone reading it who's never worked with you before can see the progression of your career and how you ended up where you are today.
- b. Balance the Qualitative & Quantitative Details: Offering unique details about your skills, projects, and accomplishments is an extremely important tactic when it comes to creating a good impression.
- **c. Highlight Your Most Relevant Skills:** Stay focused on your relevant skills as well as those skills that are transferable from your previous positions and add value to your resume.
- **d.** Add Springboard to Your Resume: Adding Springboard to your resume can help provide additional content focused on software engineering.

**Tailor your resume** for specific positions or roles.

- a. The sections of your resume that are more commonly altered to a specific role are the Summary, Skills, and Experience sections.
- b. The Summary can highlight and pinpoint specific skills, industry experience or educational requirements (or all of these things!) in the opening statement to catch the reviewers attention.
- c. When updating the skills section, be sure to review the job description very carefully to identify the required skills and 'nice to have' skills that the employer is looking for and, of course, only list skills that you can speak to in an interview.
- d. In your Experience section, review each job description to make sure that you're outlining your most relevant experience and accomplishments in relation to the position you're applying for.