RESUME BUILDING SESSION BY LAKSHAY KUMAR

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Context

1. What is a resume?

Resume is a document should be filled by **relevent information** always.
We always remeber **skillset** does matter to each organizations.

Avoid these section always:
1. Softskills Section se organization ko koi farak nhi padta hai
2. Profile Summarry unko aapke skills se matlab hai aap kon hai unhe koi farak nhi padta hai

Why avoid the unrevelevent information:
200k resume agar ek HR ke pass aate hai to high chance hai ki unme se 30 to 40 resumes shorlist ho paye due to intervier/HR/HM only ek resume ko review karne ke liye 10 - 15 second ka time hi leta hai. I HOPE AAP SAMAJH GAYE HONGE

2. Interviewer mindset (HR/HM)

intervier/HR/HM resume ko within 10 to 15 sec hi review karte hai iska mtlb clear hai ki
We should always highlight the **relevent information** and **skillset** in our resume .

3. What does matter in resume structure?

We have must be a 1 page resume document. (**All sections are prioritized**)

1. Introduction Section
Name: Manoj Kumar, **Phone No.:** 9109045XXX, **Location:** Tundla (Flexible)
Email: example@gmail.com **LinkedIn:** @manojofficialmj **GitHub:** @bcapathshala **Leetcode:** @manojofficialmj

2. Exprience / Project Section
- **Previour exprience (** if you have completed any internship / job exprience **)**
- **Projects exprience (** if you are fresher and have the projects on fullstack /backend / frontend **)**
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3. Research / Publication Section
- **Innovator (** if you have any exprience of contributed something new to any organization's project like **optimization**, **enhancement** and much more **)**

4. Technical Skills Section
- **Languages: C++**, **Core Java,** Javascript(**familier)**
- **IT Constructs: DSA, OOPS, LLD**, AI/ML, DBMS, OS
- **Libraries / Frameworks: React, Express, AWS**, Spring
- **Databases: MongoDB,** SQL(**familier)**
- **Tools: VS Studio, Postman,** Git

5. Education Section
- **MCA**
- **BCA**
- **12th (** Agar aapki **12th me 89%** hai and **BCA me 68%** hai to 12th ko apne resume me likhne se **avoid** karna hai aur apke pass **BCA** and **MCA** ki degree hai to bahut acchi bat hai **agar aap ek fresher ho)**
- **10th (** Agar aapki **10th me 89%** hai and **12th me 68%** hai to 10th ko apne resume me likhne se **avoid** karna hai **agar aap ek fresher ho)**

NOTE: agar aap **2 - 3 years experience** hai to aapko 10th and 12th resume me mention karne ki koi need nhi hai fir aap **off campus / on campus** ke liye hi kyun na apply kar rhe ho**.**

6. Achievement / Extracurricular Section
- **Leetcode:** Rank 1 - 2020
- **Hacker Rank:** 5 star - 2022
- **Any session delivery -** like AWS, Resume Building etc
- **Challenging work**
- **Placement coordinator**

- **Youtube -** Agar apke subscriber 5k or more than it and relevant information honi chahiye jis kisi bhi organization ke liye aap apply kar rhe ho
- **Certifications:** MERN Stack

4. Be truthful

- **Projects:** jo bhi project mention kr rhe ho uski understanding hona bahut zaroori hai
- **Skills:** Jo koi bhi skill mention kar rhe ho to **Strong** and **Weack Skills** par dhyan de
  Strong Skills:
  Agar skill me aap jyada confident hai to use hightlight karde and sabse pahle likhe.
  Weack Skills:
  Agar skill me aap less confident hai but aapko uski knowledge hai to uske aange familier likhde bold ke sath

5. Project section (fresher)

Project Name: MyWebAndroidAPP [GitHUB] [LIVE] [Play Store] [App Store]
Tech Stacks: React Native, Node JS, Express, MongoDB
API : REST API, Razorpay API
Features: CRUD
Project Summary: avoid this section always

6. Project section (Experienced)

Swiggy 2014 - 2018 **Role: XYZ**

- **Fixed Bugs in XYZ problem**
- **Lead Developer Swiggy XYZ version with 2 years experienced**
- **And much more**

7. Linkedin

Online Resume: linkedin must be up-to-date always

8. More Takeaways

Resume banate time kuch baaton kaq dyan rakhna bahut zaroori hai
1. Single page resume
2. **Fonts** Consistent hona chaiye and **heading** size 15px hai to **sub heading** size 12 px hona chahiye

3. Two columns resume
4. Colored resume (Preference of color is **blue**)
5. **Avoid random links and watermarks**
6. **Avoid profile summary**
7. Project live demo link honi chahiye
8. Keep It Short (**Kahani likhne ki koi need nhi hai**)
9. **Avoid languages (Tech resume hai to Hindi, English, Punjabi and etc likhne zaroori nhi hai)**
10. **Avoid Interests**
11. **Avoid soft skills**

NOTE: Career Gap
Agra career gap hai to production ready project bnaye and skillup rahiye to jyada metter nhi karta hai career gap.