



Build your brand

Join the HyperionDev Careers Community

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Introduction

WELCOME TO THE THIRD BUILD YOUR BRAND TASK!

In this task, you will create a technical CV and join the HyperionDev Careers Community. The HyperionDev Careers team (careers@hyperiondev.com) will provide 1:1 feedback on your CV when you join the post-bootcamp Graduate Program.

YOUR HYPERIONDEV CAREERS TECHNICAL CV

Your HyperionDev Careers CV is used when introducing your profile to hiring companies. It should be as detailed as possible, highlighting specifically your technical skills.

We can all use a little help with our resumes, especially when pursuing a career in a highly technical field. HyperionDev Career Services can help you review and improve your CV once you enrol on the Graduate Program after your bootcamp.

The following tips can help optimise your CV and effectively draw the attention of your prospective employer:

- **Use the right technical keywords to ensure getting shortlisted.** The first person reading your CV could be non-technical (like a third-party recruiter). This person may know enough about your field to look for certain keywords. If the technical keywords in your CV don't clearly match the keywords required by the employer, your CV might not be shortlisted. Therefore, highlight your technical skills most relevant to the job or including a technical summary. Make sure to include appropriate keywords from the job description. Be honest. Remember that employers check past references!
- **Prioritise key strengths in keeping with recruiters' limited time.** Keep in mind that most hiring managers get only halfway through your CV before deciding if they are going to continue reading or simply discard it. Therefore, 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 CV. Start your technical skills summary with your strongest skill and work your way down to your weakest.

- **Keep your resume brief.** Always aim to keep your CV under one page, unless specifically asked for more pages. Hiring managers appreciate short CVs. You can keep a longer one as a reference for yourself. Use it to build more concise CVs that are tailored to specific positions. In these shorter CVs, highlight specific projects/experiences from past work experience, which showcase your strengths most strongly for the position for which you're applying.
- **Be clear about dates and timelines.** 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 in the best way possible. Be honest and upfront.
- **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 duties. Most people create their resume based on everyday job duties. This doesn't stand out or create an 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, "created a program that automates structural engineer calculations that have improved the productivity of my company." Be ready to provide more details on your accomplishments, if asked.
- **Use Action Verbs.** Phrases 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.
- **Elaborate on your Technical Skills and Qualifications.** Include course content for any relevant or technical studies you have done, do not merely mention that you did a course in software engineering and web development. It is far more effective to list the skills acquired briefly. For example, "Completed a Software Engineering and Web Development Bootcamp, in which I created programs in Java and JavaScript. I also wrote applications that interact with a database"

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

Compulsory Task 1

In this task, you will complete your CV using a free template from canva.com.

Follow these steps:

- Go to <https://www.canva.com/resumes/>
- Choose a simple template like [this one](#). You can find the full library of templates [here](#).
- Personalise the template using the tips and principles shared above.
- Complete your resume.
- Once you're happy, download it as a PDF and save it in this task's Dropbox folder.



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