# CAREER OBJECTIVE

Junior in standing at the University of Wisconsin Stevens Point, with an expected graduation date of May of 2024. Seeking an internship position as a software engineer to help refine my skills.

# QUALIFICATIONS

## Technical Skills:

* Java
* HTML 5
* Cybersecurity Skills
* R Code
* Python

## Non-Technical Skills:

* Problem Solving
* Customer Service
* Communication
* Critical Thinking
* Leadership

# EDUCATION

## University of Wisconsin Stevens Point, Stevens Point, WI (2019-2024):

#### Bachelor of Science, double major, in progress

* Computer Information Science – App Development
* Computer Information Science – Cyber Security

# WORK HISTORY

## Crew Trainer, Taco Bell (08/2018 – PRESENT)

* Managed and trained new hires in the basics of food safety standards.
* Learned many non-technical skills in customer service, teamwork, work ethic, and the ability to work under pressure.
* Was recognized for my work and became a recipient of the Live Mas Scholarship (05/13/2021).

Dear Hiring Manager,

I am excited to apply for your internship position at Sentry Insurance. After reading your posting, I feel as though I could have a positive impact on your company.

I am a junior in standing at the University of Wisconsin Stevens Point. Currently I’m double majoring in both Computer Information Systems (CIS) – App Development and Computer Information Science (CIS) Cyber Security. My anticipated graduation date is May of 2024.

Qualifications:

* Learned the basics of object-oriented programming using Java, while learning basic data structures and algorithms.
* Very brief understanding of coding fundamentals in both Python and HTML.
* Studied data analysis using R code.
* Understand the fundamentals of Cyber Security. Currently in the process of taking classes to supplement my major.

Thank you for your time and consideration. I would greatly appreciate the opportunity to setup a meeting to discuss how my skillset can be used.

I look forward to your response.

Sincerely, Alex Smetana

Retrospective

1. Describe why you chose that position that you did for that assignment.

Firstly, I knew that I wanted to apply for a software engineer position. Although I am a double major in Cybersecurity and App Development, I would like to emphasis my coding skills. I also knew that I wanted to apply to an internship rather than an actual job because I don’t have a lot of experience yet. I’m not the best coder just yet, so that limited me down to just internships. I specifically choose Sentry because it specified the Java, which is the language that I am the most familiar with. Sentry is also very local to where I live so it isn’t a far drive, which makes it the perfect place to work at. Overall, Sentry just seemed like a great place to work for an internship since many of my peers also work there.

1. Talk about how you adjusted your resume and letter for this particular position.

On my resume, I followed the rules from most important to least important regarding the Sentry internship. Specifically, I emphasized Java first on my technical skills. I wanted to make sure that is the first thing a reader would see. I then made sure to note that I have experience in html as well since it specifies web applications. As for the cover letter I followed a similar pattern. I put my experience in Java first followed by my other languages. Overall, my goal was to emphasize Java while trying to sell myself since it was specified in the job description.

1. Discuss what worked well, what didn’t, and what you will do differently in the future

During the assignment process, my resume went very well. At first, I struggled to find information leaving me with a lot of white space. After a lot of trial and error my resume turned out very well. However, I struggled making a portfolio. I found GitHub very confusing and hard to operate. I am also early on in my field so I found it difficult to post relevant projects that I have been working on.

1. Describe at least on item that you reviewed in each your resume and your cover letter as an result of the peer review.

One important thing that I changed was my fronting on my resume. The new font of “Arial Rounded” in comparison to “Times New Romans” helped make the resume pop. It makes much better use of the white space and makes it not as basic. I also took the advice of swapping my work history and my education since the education was much more relevant to my job. I also focused more on bullets towards my work history and emphasizes it as a theming.

# Software Engineer Internship - Summer 2022. Sentry Insurance Stevens Point, WI.

# <https://www.linkedin.com/jobs/search/?currentJobId=2708173011&keywords=software%20engineer%20internship%20stentry>

# Software Engineer Intern - Sony Interactive Entertainment PlayStation. Madison, WI

<https://boards.greenhouse.io/sonyinteractiveentertainmentplaystation/jobs/3498760?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic>

Career Research

1. Summarize the skills employers are looking for. Categorise them as a) technical; b) design and c) soft skills.
2. Of these skills, what two are your greatest streangths? How will you convey them in your resume, cover letter, and portfoli0?