



The Definitive *guide*

to build a killer resume
that Hiring Managers love

"Upskill to unstop, not just fit in!"



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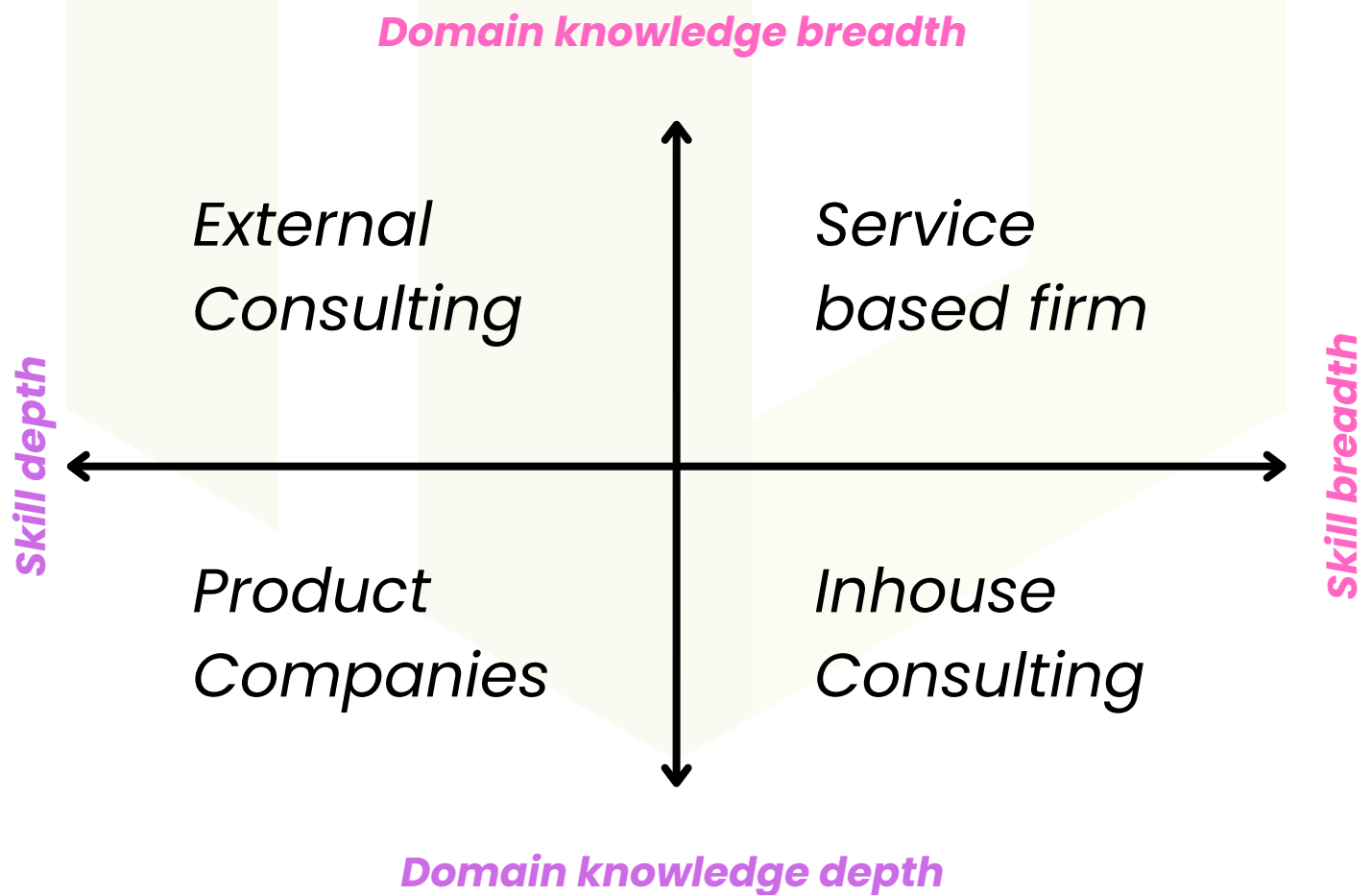
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How to choose the right companies?

As the saying goes, “You are as faithful as your options.” This holds true in data science as well. Before committing to one job title, it’s wise to ask, “What are my options?” Regardless of flashy titles, the work centers on the intersection of skills and domain knowledge. Let’s explore this with a 2x2 matrix.



How to choose the right companies?

Service Based Firms - Service-based firms handle diverse projects across multiple industries, requiring employees with broad knowledge and versatile skills. Candidates with experience in at least two domains and expertise in various data domains i.e. data visualization, data analysis, modeling, and cloud technologies are often prioritized.

Example companies – TCS, Cognizant, LTIMindtree etc.

External Consulting Firm - These firms consult across various industries for analytics needs, focusing on niche projects where in-depth expertise is essential. Candidates with projects in at least two domains and demonstrated deep skills are more likely to stand out during the shortlisting process.

Example companies – Fractal Analytics, Mu Sigma, Affine analytics, The Math Company, BCG X etc.

How to choose the right companies?

Inhouse Consulting Firms - These firms function as the internal analytics consulting arm of a multinational organization, serving the analytics needs of business stakeholders across geographies. Candidates with project experience in the same domain as the company, combined with broad data-related skills, tend to have a competitive edge.

Example companies - HSBC, JPMorgan, ABLNveb, Walmart etc.

Product Companies - Work at digital product companies is highly focused on their business model and driven by specific metrics. In these firms, candidates with projects in the same or similar industries, along with demonstrated in-depth skills, are quickly recognized.

Example companies - Flipkart, Amazon, Myntra etc.

How many resumes to keep

Now that we've covered the types of companies and their expectations, it's time to tailor your sales pitch accordingly. A well-crafted pitch helps you present your profile effectively to potential employers. Keep the following guidelines in mind when building your resume:

Key Rules:

- **Length:** Keep it to one page if you have less than 10 years of experience.
- **No Grammatical Errors:** Use tools like Grammarly or ChatGPT to ensure error-free writing.
- **Simple Sentences:** Keep sentences clear and easy to understand.
- **Action Verbs:** Start bullet points with strong action verbs like "Developed," "Implemented," or "Managed."
- **Consistent Formatting:**
 - Font: Use clean fonts like Poppins or Montserrat.
 - Font Size: 12px for body text, 14px for section headings, and 16px for the title.
 - Font Color: Black.
 - Spacing: Maintain a 12px gap between sections.

Pro Resume Tips:

Avoid outsourcing your entire resume to AI—tell your story, as you know it best!

Elevator pitch is your key

- Your professional summary is your elevator pitch—it's the first thing hiring managers see, so make it impactful. Ensure your contact details and social profiles are accurate.
- Freshers refer to the next page for a tailored approach.

First Name Last Name

Current Designation

Current Company

Location

 Phone No.

 Email id

 LinkedIn Profile

 GitHub Profile

Summary

A **[Current role]** with **[years of experience]** across **[Key data domain expertise]**. I am skilled in the latest tools such as **[Key technical skills]**. I've worked across **[business functions you've supported]** in **[Industries you've worked on]** leveraging **[key abilities you've gathered]** to impactful data-driven results.


Example

Anushka Mohan


Data Scientist


Fractal Analytics

Bangalore

 +91999999999

 anm@gmail.com

 LinkedIn/anumohan

 github/anumohan

Summary

A data scientist with 2 years of experience across measurement & insights, data visualization, and A/B testing, I am skilled in the latest tools such as SQL, Python, and Power BI. I've worked across marketing and supply chain functions in banking and e-commerce, leveraging strong business acumen, structured problem-solving and effective communication skills to deliver impactful, data-driven results.

Elevator pitch is your key

If you're a fresher, highlight your top academic achievements, especially if you have strong grades. Include your GitHub profile alongside LinkedIn—a GitHub with impactful projects shows strong intent. Also, emphasize any internship experience you've gained.

First Name Last Name

Aspiring Designation

Graduating University

Current Location

 Phone No.

 Email id

 LinkedIn Profile

 GitHub Profile

Summary

An aspiring **[aspiring designation]** and a recent graduate from **[University Name]**, with a distinction (**[GPA]**) and expertise in **[Key Skills]**. I've worked on **[Type of Projects]** in the **[Industry/Sector]** and published **[Research/Achievements (optional)]**. I'm eager to use my skills to deliver impactful solutions and add value to the business outcomes.


Example

Anushka Mohan

Data Analyst

IEST, Shibpur

Bangalore

 +91999999999

 anm@gmail.com

 LinkedIn/anumohan

 github/anumohan

Summary

An aspiring data scientist and a recent graduate from IEST,shibpur with a distinction (8.5 CGPA) and expertise in Python, SQL, and Machine Learning. I've worked on building data visualization and modeling projects in the banking and healthcare sectors and published a paper on enhancing 3D imaging using GenAI. I'm eager to use my skills to deliver impactful solutions and add value to business outcomes.

Break down skills Matrix

- Cluttering all your skills together can make it difficult for hiring managers to see your relevance.
- When applying for in-house, external consulting, or product companies, only include skills you've worked on professionally or personally. For service-based firms, feel free to add skills for which you hold certifications.
- If you haven't worked on model building, skip the modeling techniques section.

Skills & Knowledge

- **Technical Skills** - Python, SAS, SQL, PyTorch, scikit-learn, Langchain
- **Modeling Techniques** - Logistic Regression, Decision Tree, Random Forest, Gradient Boosted Decision Tree (XGBoost, LightGBM), BERT
- **Analytical Capabilities** - Data wrangling, Feature engineering, Data visualization, Data Storytelling, Statistical analysis, Text modelling
- **Industry knowledge** - E-commerce supply chain, Fraud Management, Banking products and sales
- **Soft Skills** - Team management, project management, stakeholder management, project documentation, and review

Put your best foot forward

- For experienced candidates or those with internship experience, include your top 2-3 projects under the work experience section, corresponding to your tenure at each company.
- Freshers should highlight personal projects, university projects, or published papers in the project section, including links to their GitHub.

For Experienced

Work Experience

ABC Company

from date - end date

Sr. Data Scientist

- **Project 1 Name** - Description
- **Project 1 Name** - Description
- **Project 1 Name** - Description

For Freshers

Projects

- **Project 1 Name** -
Describe the project in detail with GitHub link.
- **Project 2 Name** -
- **Project 3 Name** -

Write Less

Communicate More

Resumes often leave recruiters guessing about project objectives and a candidate's contributions due to poor explanations, leading to rejection. A simple solution is the S.T.A.R. framework, which helps effectively communicate project details concisely and clearly. For example -

Work Experience

ABC Company

from date - end date

Sr. Data Scientist

- Worked with stakeholders to **implement an 'Early Customer Warning' (ECW) system for the India retail banking portfolio. Developed dynamic ECW rules by analyzing payment and digital data using Python, excel, and statistical methods leading to an expected \$5 million in savings over five years and increased customer rejection of suspicious payments.**

● **Situation**

● **Task**

● **Action**

● **Result**

Situation - What is the business objective of the project?

e.g. Implement an Early customer warning (ECW) system.

Task - What is the task assigned to you?

e.g. develop the dynamic ECW rules

Action - What actions have you taken?

e.g. analyzed payment and digital data using Python, excel, and statistical methods.

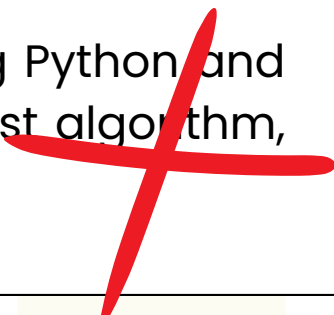
Results - What have you achieved?

e.g. \$5 million in expected savings over five years and increased customer rejection of suspicious payments.

Common pitfalls to avoid for effective project writing

To write effectively using the STAR framework, it's crucial to understand what to avoid. Here's an example of a poorly constructed STAR response:

Conducted exploratory data analysis using Python and built a fraud detection model using Xgboost algorithm, achieving 90% accuracy.



Issues with the Above Writing:

Situation: The context is vague; it fails to specify which product the model was built for, the target market, and the relevant business vertical. This makes the situation incomplete and unclear.

Task & Action: While actions are mentioned, there's a lack of detail regarding the specific steps taken to execute those actions. This leaves the reader unsure of the methodologies or approaches applied.

Results: The outcome described does not convey any tangible business benefits. It's unclear how the stated 90% contributes to overall business success. If the actual benefits are uncertain, it's advisable to provide estimates to offer a clearer picture of the impact.

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Data Scientist

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github/anumohan

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Skills & Knowledges

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Work Experience

ABC Company

02/2023 - Present

Sr. Data Scientist

Fraud Model Building -

Worked with stakeholders to implement an '**Early Customer Warning**' (ECW) system for the India retail banking portfolio. Developed dynamic ECW rules by analyzing payment and digital data using Python, excel, and statistical methods leading to an expected **\$5 million in savings over five years** and increased customer rejection of suspicious payments.

Education

IIT Kanpur

2019-2021

MBA, Strategy & Finance

- CGPA 8.9 | Dean's List

IEST, Shibpur

2014-2018

B.E. Mechanical Engineering

CGPA 8.9 | Cultural Convenor

Anushka Mohan

Data Scientist
IEST, Shibpur
Bangalore

+91999999999
anm@gmail.com
LinkedIn/anumohan
github/anumohan

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Projects

• Fraud Model Building -

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Internship

Xerion Analytics

02/2023 - Present

- Worked with fraud team for early warning system.
- Responsible for timely report generation.

Education

IEST, Shibpur

2020 -24

B.E. Mechanical Engineering
CGPA 8.9 | Cultural Convenor