
PROFESSIONAL DEVELOPMENT RESOURCES

All of the academic material in this course has been vetted by Salesforce. However, we believe that the academic material alone isn't enough. Our Professional Development resources have successfully placed hundreds of Fellows like yourselves in the jobs of their dreams. We highly recommend that you study these materials as you begin to work through your job search.

Stay tuned– you'll be hearing from members of our Professional Development team as well as your Career Success Coach (CSC) soon!

RESUME GUIDE & SAMPLES

- A professional-looking resume is your first impression with a potential employer. We recommend that you choose a template from this page and customize it to your preference while following the Resume Overview guidelines.

RESUME RUBRIC

- How do you know if your resume meets standards in the Salesforce Landscape? Take a look at our rubric here to see.

LINKEDIN CHECKLIST

- Nowadays, having an updated LinkedIn profile is as important as your resume to potential employers. Take a look at our checklist here to confidently build your online presence.

COVER LETTER GUIDE

- Cover letters are commonly not required, but when they are, follow these guidelines to help you build a strong cover letter.

COVER LETTER SAMPLES

- Here are some more examples of cover letters.

PROFESSIONAL DEVELOPMENT PLAN

- Your job search will be much easier if you have a clear idea of your goals and purpose. This document outlines our recommended approach to building this.

NETWORKING EMAIL TEMPLATES

- Networking is the language of business. Here are our recommended templates to ask for introductions and thank your contacts for potential job leads.

CONVERSATION TOPICS

- How do you make a great impression during an informational interview? Here are our recommendations.

BEHAVIORAL QUESTIONS

- How should you approach job interviews? In this document, we outline what a potential employer is looking for in the most common questions.

HOW TO APPROACH TECHNICAL INTERVIEWS

- Technical interviews can be intimidating if you don't know what to expect. Use this resource to prepare for technical interviews.

SPECIAL TOPICS

- 10 Warning Signs of Job Scams
- Discussing Compensation with Recruiters
- How to Follow up in the Hiring Process
- How to Address Foreign Education & Work Experience
- How to Create a Professional Development Plan
- How to get your Resume Past ATS
- How to Negotiate a Job Offer
- How to Succeed in your First Week - Month - Year in a New Job
- Interview Tips for ESL Speakers
- Interviewing for Introverts
- Norms of the Workplace