

Resume Guidelines & Sample

Use this resume guide and sample to help you create your resume for Programming, Software Engineering and related internships and full-time jobs.

To use this guide and sample:

1. Review and use the foundational guidelines on page 1 to get started.
2. Highlight sections on page 2 and replace it with your relevant details.
Do not plagiarize from this sample or add information to your resume that is false or exaggerated!
3. Visit Engineering Career Services a drop-in resume review:
Room 3300 DCL
Monday – Friday, 1:00 pm – 4:00 pm

Name and Contact Info Section

- Your name should appear in larger font
- List your contact info on one line underneath your name
- GitHub, LinkedIn or Personal website links are nice touches
- Physical address not needed

Education Section

- First year students can include High School to show a GPA until you have a University GPA
- Grad students can align previous degrees under current degrees using the same layout
- University name and major should be spelled out entirely
- Follow the exact placement for recruiter convenience
- Remove excessive details about scholarships/awards
- Related coursework is optional
- List coursework that provided projects, labs, and hands-on learning
- Use course names, not course numbers, for related courses

Skills

- This section will quickly capture a recruiter's attention with technical keywords
- Group your skills together in broad, relevant categories to save space
- Use bullet points to incorporate skills and provide practical examples

Quick Tips for Writing Bullet Points for Work Experience, Projects and Extracurriculars

- Show different experiences, even non-engineering jobs and clubs, to show a variety of skills/abilities
- List each task or responsibility you completed
- Review the list and determine the specific skill/ability you want to convey for each task or responsibility
- Select an action verb/phrase that conveys your intended skill/ability to start the bullet point
- Ensure each bullet point focuses on a single skill/ability
- Diversify the action verbs using our [Resume Action Verb Handout](#)
- Quantify your results to show the cost-efficiency, productivity, scale, if possible

NICKOLAS SIMONS

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EDUCATION

University of Illinois at Urbana-Champaign
Bachelor of Science in Computer Science
Game Studies and Design Minor

Expected May 2025
GPA: 3.92/4.00

Illinois Institute of Technology
Bachelor of Science in Computer Science

August 2021 - May 2022
GPA: 4.00/4.00

Related Coursework:

Algorithms and Models of Computation	Data Structures
Systems Programming	Computer Graphics

TECHNICAL SKILLS

Programming Languages: C, C++, Python, Haskell
Frameworks/Tools: Git, Perforce, Unreal Engine
Spoken Languages: English and Japanese (Functional)

WORK EXPERIENCE

The stu/dio at Illinois

Programming Lead/Technical Designer

Champaign, IL
April 2024 – Present

- Collaborate with the design team to draft technical design docs and system loops
- Implement gameplay and accessibility features using C++ and Unreal Engine's Blueprint for design facing features
- Conduct programming team code reviews to ensure codebase is maintainable and scalable
- Draft programming protocols and establish conventions to maintain readability and consistency across projects

University Housing

University Housing Student Coordinator

Champaign, IL
September 2022 – May 2024

- Train and mentor new coordinators
- Provide guidance and supervision to student workers, ensuring adherence to dining hall policies and procedures

PROJECT HIGHLIGHTS

Master Dancer VR (C++/Blueprint, Unreal Engine 5)

May 2024 – Present

- Implemented movement-based rhythm minigame and utilized Gen-AI framework to implement character dialogue
- Created a system for stereoscope-based seamless level streaming

Void Horizon (C++/Blueprint, Unreal Engine 5)

January 2024 – Present

- Implemented effects-based card, equipment, and skill systems
- Utilized data-driven framework to allow card and equipment assets to be generated from design spreadsheets

Untiled Game (C++/Blueprint, Unreal Engine 5)

September 2022 – December 2023

- Developed system for replicating dynamically generated environment partitions to clients during runtime
- Implemented adjustable attack tracing component

Othello Game (Haskell)

April 2022 – May 2022

- Modelled Othello game with computer-controlled opponent and variable board sizes
- Utilized mini-max algorithm on a pruned game tree to implement computer-controlled opponent