Curriculum Vitae

An introduction to writing a resume

Ramtin Azimi
24/03/2018

Important note
These slides were designed to accompany the CV course at my former school. They may not always be self-explanatory. In particular, the implementation of a design in Word is left out in here, as this was done together in class.

Introduction: An application

What is a Curriculum Vitae (CV)?

A CV is a summary of one‘s experience, academic degrees and skills.

What do you need it for?
A CV is asked when applying for…

universities,

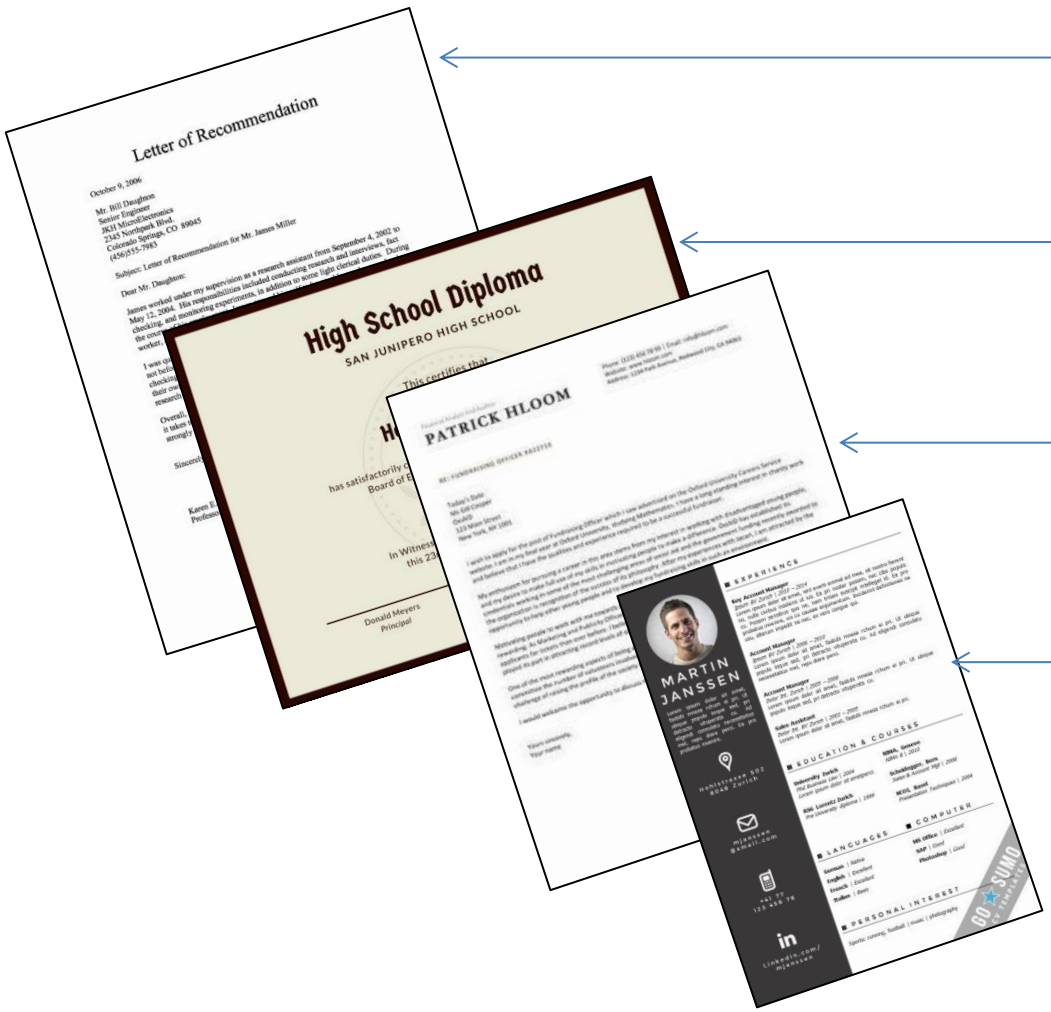
scholarships/grants and

companies.

Important note
The following remarks on CVs are based on my own experience which has worked well for me. Other people’s opinion may vary from this.

Introduction: An application

A usual application will consist of…



Reference or Recommendation Letters

Certificates

Cover or Motivational Letter

CV

Introduction: An application

<u>But</u> the CV will be the first thing a recruiter looks at!

Introduction: Course overview

What makes a CV good?

We will discuss these in our CV course.

1. Structure & Design
2. Content
3. Language

1st Lesson

2nd Lesson

A good CV means to market yourself successfully. You are the product your are selling.

1st Lesson: Structure & Design

Goals for the first lesson.

1. **Structure.**
   What is a good structure?

2. **Design.**
   How can we implement different CV-Designs?

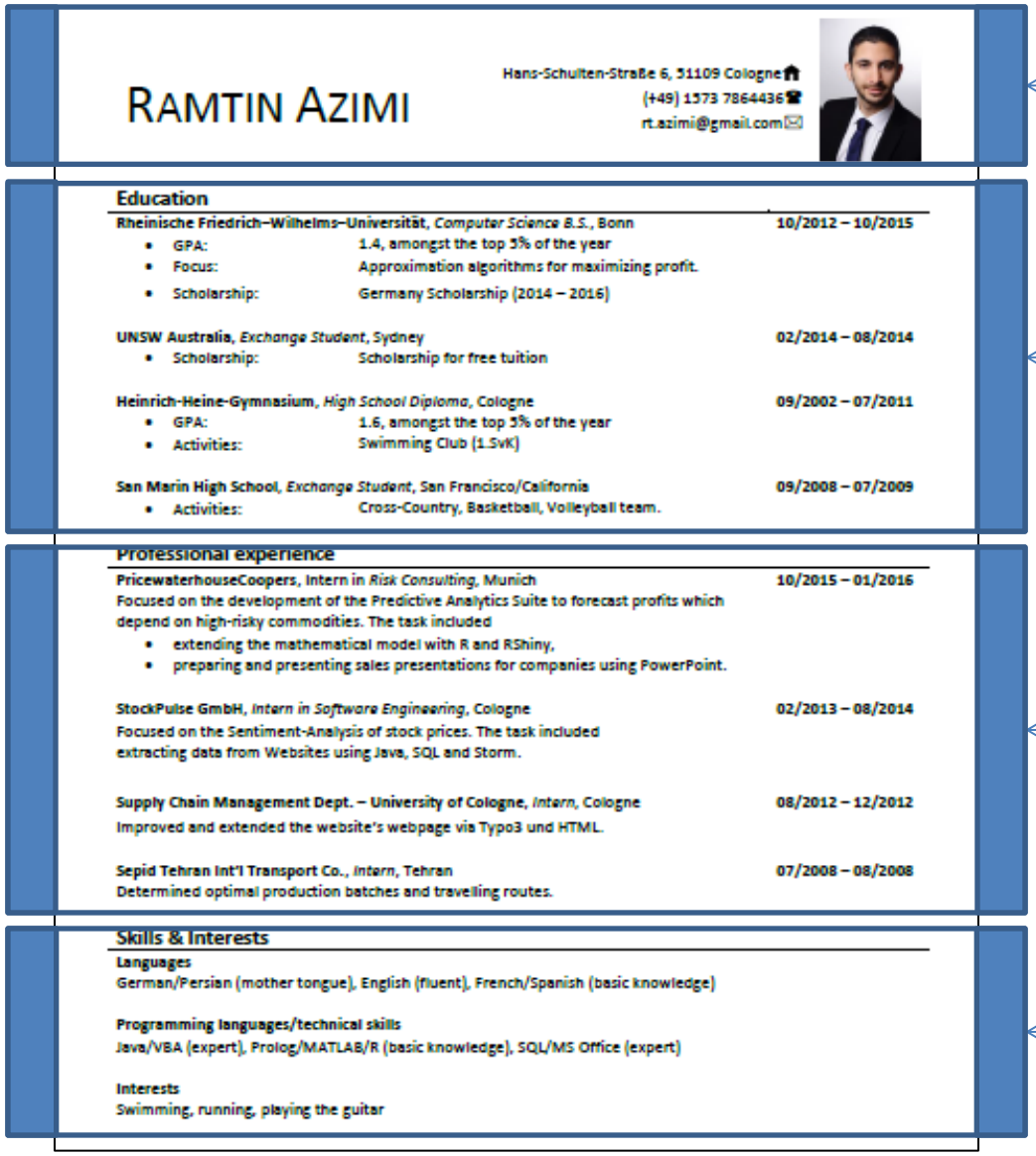
1st Lesson: Structure

1

2

3

4



RAMTIN AZIMI

Hans-Schulten-Straße 6, 51109 Cologne
(+49) 1573 7864436
rt.azimi@gmail.com

Education

Rheinische Friedrich–Wilhelms–Universität, *Computer Science B.S.*, Bonn — 10/2012 – 10/2015
- GPA: 1.4, amongst the top 5% of the year
- Focus: Approximation algorithms for maximizing profit.
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Skills & Interests

Languages
German/Persian (mother tongue), English (fluent), French/Spanish (basic knowledge)

Programming languages/technical skills
Java/VBA (expert), Prolog/MATLAB/R (basic knowledge), SQL/MS Office (expert)

Interests
Swimming, running, playing the guitar

Profile

Name, Address, Phone No., E-Mail-Address, homepage etc. prof. picture (depends on country)

Education

List of diplomas obtained. Reverse chronological order (Most current first)

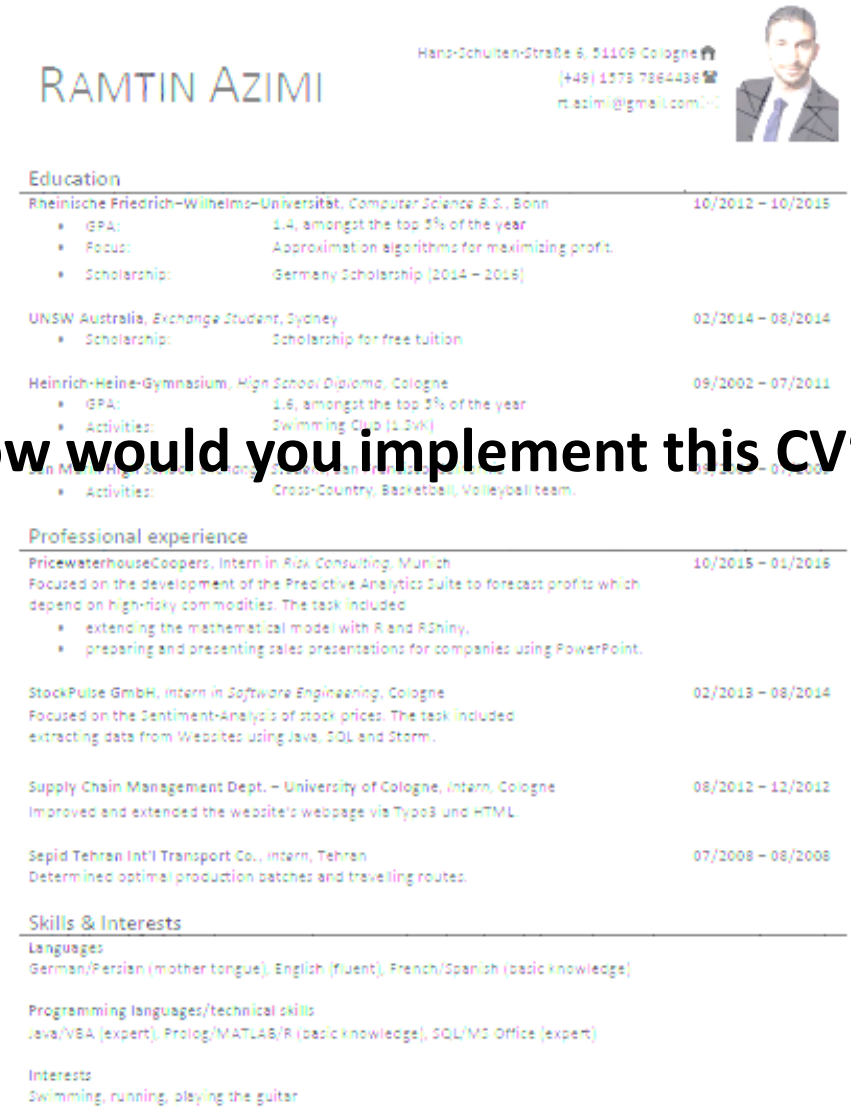
Experience

List of job experiences. Reverse chronological order (Most current first)

Others

languages, skills, awards, qualifications, scholarships, interests

1st Lesson: Design



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How would you implement this CV's Design in Word?

1st Lesson: Design

This is a single table. Always use a table to implement a CV! Try implementing it in Word.

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1st Lesson: Design

More exercises.

1. Make profile details left-align
2. Add a line between name and details

1

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Underline headline only until date

2

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1. Headline vertical-align
2. Add a line between headline and text

3

EDUCATION

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- GPA: 1.4, amongst the top 5% of the year
- Focus: Approximation algorithms for maximizing the profit while trading at the stock market
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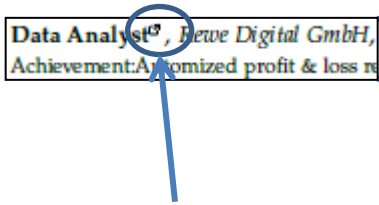
1st Lesson: Design

Different designs. Think whether you would be able to implement them.



Feature:
Clicking on this symbol opens a certificate.

Ramtin Azimi

Calle Claudina, 15
35500 Arrecife, Spain
(+49) 1573 7864436
ramtin.azimi@gmail.com
ramtinazimi
ram_pain

Professional Experience

09/2017-present **Teacher**, *Colegio Arenas Internacional*, Lanzarote, Spain.
Teaching German to primary and secondary students.
Achievement: Implemented a Python-program to send automized e-mails to students with grades.

02/2017-08/2017 **Teacher**, *Colegio Alemán*, Medellín, Colombia.
Taught German to in[illegible] immersion method.

02/2016-11/2016 **Data Analyst**, *Rewe Digital GmbH*, Cologne, Germany.
Achievement:Automized profit & loss reports; thus reducing yearly costs by 623K.
Tools: R, [illegible], PowerPoint, Thinkcell.

10/2015-04/2016 **Risk Consultant**, *PricewaterhouseCoopers AG*, Munich, Germany.
Achievement: Created a dashboard for PwC's Analytics Suite and Use Cases for pitches.
Tools: R, RShiny, LaTeX, PowerPoint, Excel.

02/2013-08/2014 **Software Engineer**, *StockPulse GmbH*, Cologne, Germany.
Achievement: Implemented web crawlers extracting information from various social media sites.
Tools: Java/JDBC, Regular Expressions, SQL, Storm Technology.

Education

10/2012-10/2015 **B.S. Computer Science**, *University of Bonn*, Bonn, Germany.
GPA: 1.4/1.0. Graduated amongst top 5% of class. Thesis: Secretary Problem.
Code examples: Filter-Kruskal, BRNN.
Awarded with the Germany Scholarship two years in a row.

02/2014-08/2014 **Study Abroad**, *UNSW Australia*, Sydney, Australia.
Coursework: Number Theory, Statistics, Artificial Intelligence and Theory of Computation.
Scholarship for tuition coverage funded by the University of Bonn.

09/2002-07/2011 **A-Level**, *Heinrich-Heine-Gymnasium*, Cologne, Germany.
GPA: 1.6/1.0. Graduated amongst top 8% of class.

09/2008-07/2009 **Study Abroad**, *San Marin High School*, Novato, CA, USA.
Awarded as an interscholastic athelet for outstanding achievements in sports and academics.

Languages

German	Native Speaker	*Born and raised in Germany*
Persian	Native Speaker	*Parents from Iran, self-studied writing and reading*
English	Fluent Speaker	*Lived in the US/Australia, TOEFL: 104/120*
Spanish	Proficient Speaker	*Studied for 3 years at school, lived in Colombia*

Other Interests

Running	Regular work out since 12 years of age.
Swimming	Member of the 1. SvK Köln for 10 years.

Click on in order to see a certificate.

Classical Design

1st Lesson: Design

Different designs. Think whether you would be able to implement them.

JANE SMITH

Addres
199 Walnut St., Suite 6
Lockport, NY 14094

Contact
899 399 169
jane.smith@gmail.com

Date of Birth
11-12-1989

LANGUAGES

English

German

SOFTWARE SKILLS

Microsoft Word

Microsoft Excel

CorelDraw

PERSONALITY

- Optimistic
- Patient
- Communicative
- Creative
- Exactitude

OBJECTIVE

Obtain a IT Specialist position where. I can maximize my skills and development.

EDUCATION

2010 - 2013
Taylor's University
Masters Degree in Graphic Communication Design

2008 - 2010
Western Michigan University
Bachelor of Science in Information Technology

2008 - 2009
Walden University
Bachelor of Science in Web Development

EXPERIENCE

05. 2013 - 06. 2014
Creative Director
Advertising Agency: "Future Look"

06. 2012 - 05. 2013
UI Designer
Web Design Company: "Fresh"

05. 2011 - 05. 2012
Graphic Designer
Web Design Company: "Fresh"

SKILLS

- Knowledge in improving usability of websites.
- High knowledge of web technologies HTML, CSS.
- Experience in programming android application's.
- Supervising advertising campaigns in social media.

TRAINING

Knowledge in improving usability of websites.

HOBBIES

New Technologies Running Photography

I hereby give consent for my personal data included in my application to be processed for the purposes of the recruitment process under the Personal Data Protection Act as of 29 August 1997, consolidated text: Journal of Laws 2002, item 1182 as amended.

Sally Chau

[redacted]

Education

Universidad de Las Palmas de Gran Canaria
09/2017 - 01/2018
Erasmus+ Exchange Semester, Las Palmas, Spain
Focus on Web Design & Development for Mobile Devices

RWTH Aachen University
10/2016 - 10/2018
M.Sc. Computer Science, Aachen, Germany
Focus on HCI & Software Verification • Was awarded with the Germany Scholarship

Australian National University
02/2014 – 12/2014
Exchange Year, Canberra, Australia
Focus on Mathematics & Human Computer Interaction • Was awarded with a scholarship by the University of Bonn for high achieving students

University of Bonn
10/2012 – 10/2015
B. Sc. Computer Science, Bonn, Germany
Local GPA of 1.2/1.0 • Focus on Algorithmic Game Theory • Was awarded with the Germany Scholarship

Heinrich-Heine-Gymnasium
08/2004 – 07/2012
High School Diploma, Cologne, Germany
Local GPA of 1.1/1.0 as best of class • Skipped 10th grade because of excellent achievements • Was awarded with the physics book price by the German Physical Society (DPG) for high achievements in physics

Experience

adesso insurance solutions
05/2016 - present
Working Student, Cologne, Germany
Developing life insurance maintenance software PSLife using Java & JSF

McKinsey & Company
11/2015 – 01/2016
Fellow Intern, Cologne, Germany
Supported the IT integration of two leading international technology companies in synergies, target organization & application landscape in Munich & Helsinki • Created an Excel-tool for automated survey evaluation & presentation

artegic AG
02/2015 – 10/2015
Junior Software Tester, Bonn, Germany
Designed, developed & reviewed testing framework in PHPUnit4 for automatic unit tests on email marketing software ELAINE including presentations, documentation & benchmark tests

University of Bonn
10/2013 – 03/2014
Teaching Assistant, Bonn, Germany
Prepared & revised content for the lecture "Logics & Discrete Structures" • Discussed weekly assignment sheets & evaluated tests for two groups consisting of 20 students each

C&A Mode GmbH & Co.KG
09/2011 – 03/2013
Sales Assistant, Cologne, Germany
Supported sales & till services

Programming Languages & Technologies
Java, Python, PHP, C, Processing • HTML, JSF, JavaScript • SQL • MatLab • MS Office, LaTeX

Languages
German (mother tongue) • English (fluent, TOEFL iBT: 118/120) • French (intermediate) • Cantonese (beginner) • Spanish (beginner)

Interests
Art & Design • Baking & Cooking • Travelling • Reading • Swimming

1st Lesson: Pay attention

Pay attention to the following points when using a design.

1

Consistency.
Everything should be aligned and there should be no extra spaces.

2

Less is more.
Do not use many different colors, fonts and font sizes.
If you are unsure, the classical design is always a good option.

3

One page.
A perfect CV should be only one page. Remember that a recruiter has only 10 seconds to review the CV.

4

The art of a CV.
The art of a design is to use the space efficiently to add information, but at the same time not having the CV look messy.

1st Lesson: Now, it's your turn!

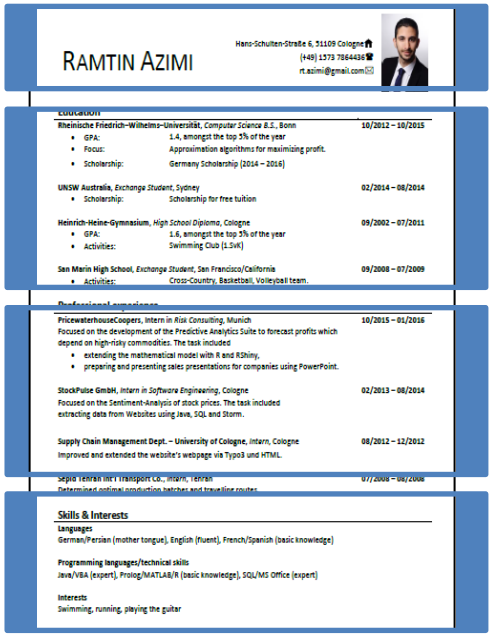
Homework: Write your own CV.

2nd Lesson: Let's review.

What have we learnt so far?

Structure
What is a good structure?

Design
How can we implement different CV-Designs?

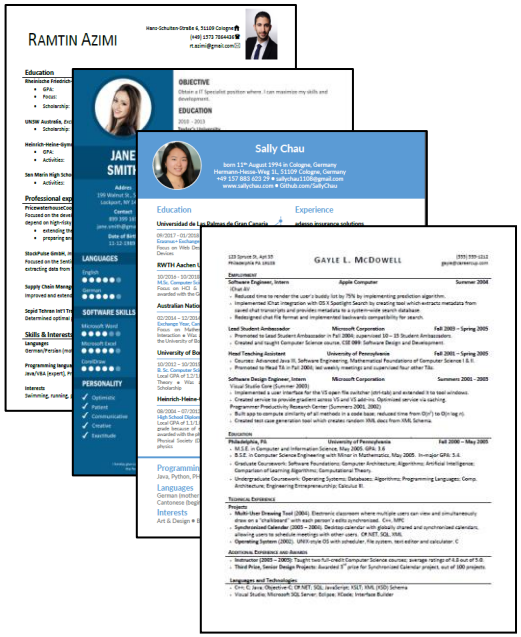


Profile

Education

Experience

Others



2nd Lesson: Content & Language

Goals for the second lesson.

1. **Content.**
   What are we supposed to write?

2. **Language.**
   How are we supposed to write it?

2nd Lesson: Content

What are we supposed to write?

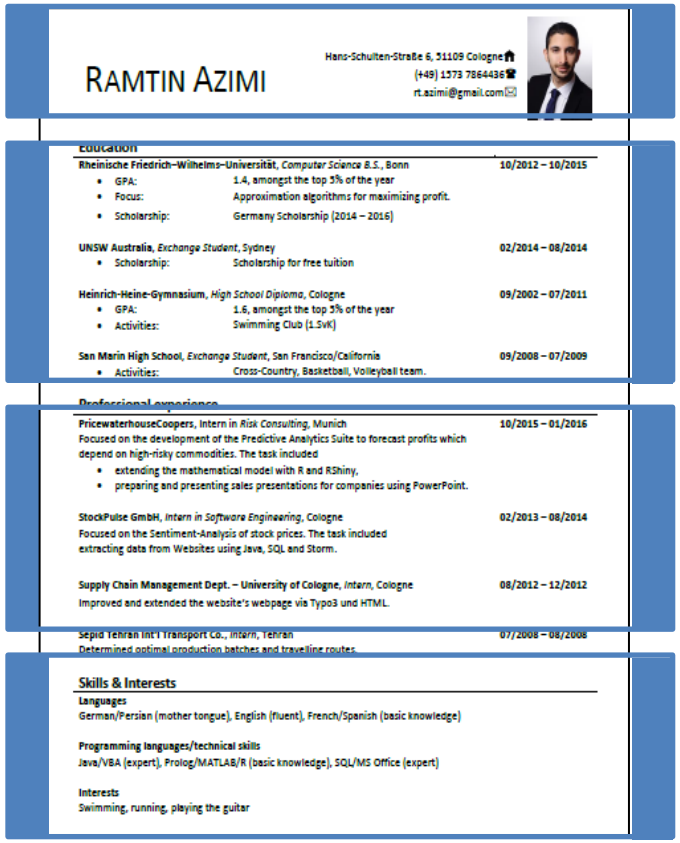
Basic information.
There are some basic information which most people agree belongs on the CV.

Extended information.
For more extended information opinions may differ.

Is this a good information to be added? Right? Wrong? *It depends.*
Ask yourself: Would this information be of interest for the recruiter?

2nd Lesson: Content

Let's discuss it by focusing on each CV section individually.



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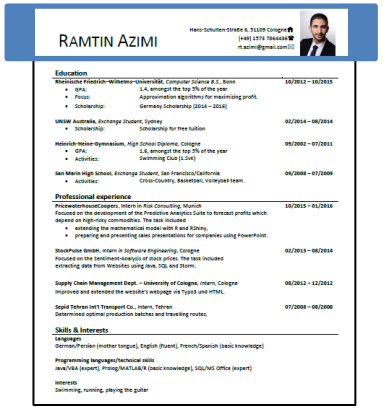

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Interests
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Basic information: Name, Address, Phone number, E-mail-address.

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35500 Arrecife, Spain
(+49) 1573 7864436
rt.azimi@gmail.com

Extended information: Picture, Skype Id, Nationality, Birth date/place, Homepage etc.

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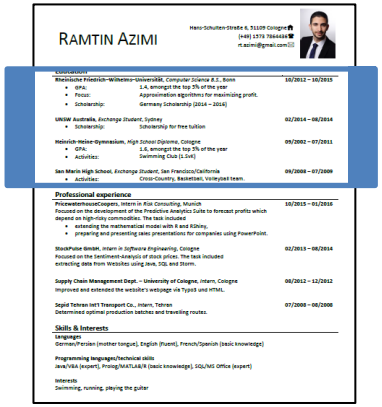
ramtinazimi
rtn_putin

2nd Lesson: Content



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Improved and extended the website's webpage via Typo3 und HTML.

Sepid Tehran Int'l Transport Co., *Intern*, Tehran — 07/2008 – 08/2008
Determined optimal production batches and traveling routes.

Skills & Interests

Languages
German/Persian (mother tongue), English (fluent), French/Spanish (basic knowledge)

Programming language/technical skills
Java/VBA (expert), Prolog/MATLAB/R (basic knowledge), SQL/MS Office (expert)

Interests
Swimming, running, playing the guitar

Basic information: Date range, Degree, Institute, Location.

Education

09/2002–07/2011 **High School Diploma**, *Heinrich-Heine-Gymnasium*, Cologne, Germany.

Extended information: Grades.

Education

09/2002–07/2011 **High School Diploma**, *Heinrich-Heine-Gymnasium*, Cologne, Germany.
GPA: 1.6/1.0. Graduated amongst top 8% of class.

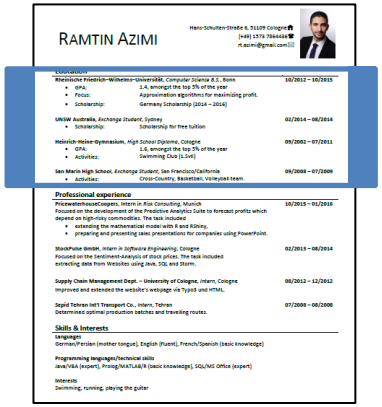
Grades

If you have good grades, add them.

Note: Quantify your grades.

1. Maximum score possible
2. Your rank amongst peers

2nd Lesson: Content


RAMTIN AZIMI

Hans-Schutten-Straße 4, 31109 Cologne
(+49) 1573 7844444
rt.azimi@gmail.com

Education

Rheinische Friedrich-Wilhelms-Universität, *Computer Science B.S.*, Bonn — 10/2012 – 10/2015
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Skills & Interests

Languages
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Programming language/technical skills
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Interests
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Basic information: Date range, Degree, Institute, Location.

Education

09/2002–07/2011 **High School Diploma**, *Heinrich-Heine-Gymnasium*, Cologne, Germany.

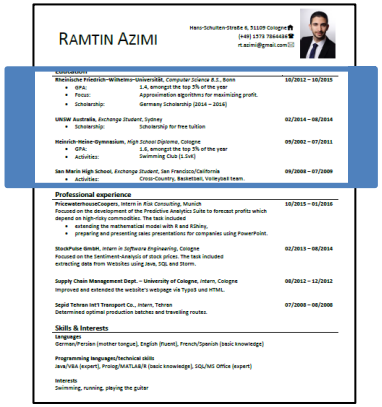
Extended information: Grades, Major/Specialization.

Education

09/2002–07/2011 **High School Diploma**, *Heinrich-Heine-Gymnasium*, Cologne, Germany.
GPA: 1.6/1.0. Graduated amongst top 8% of class.
AP Courses: Mathematics, English.

Focus of study/Major.

2nd Lesson: Content



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Interests
Swimming, running, playing the guitar

Basic information: Date range, Degree, Institute, Location.

Education

09/2002–07/2011 **High School Diploma**, *Heinrich-Heine-Gymnasium*, Cologne, Germany.

Extended information: Grades, Major/Specialization, Activities/Awards, etc.

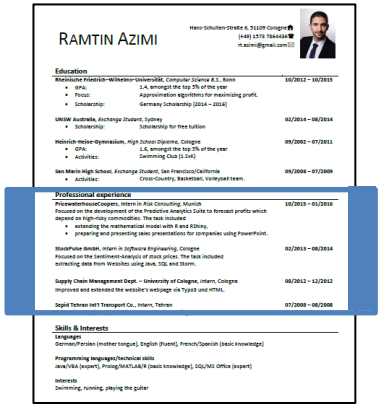
Education

09/2002–07/2011 **High School Diploma**, *Heinrich-Heine-Gymnasium*, Cologne, Germany.
GPA: 1.6/1.0. Graduated amongst top 8% of class.
AP Courses: Mathematics, English.
After school activities:
Member of the 1.SvK swimming team.
Member of the Rheinische Musikhochschle playing the guitar.
Member of the class year book team and succesfully seeked sponsors; thus raising up to 1000€.

After school activities, awards etc.

2nd Lesson: Content

Experience.



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Skills & Interests

Languages
German/Persian (mother tongue), English (fluent), French/Spanish (basic knowledge)

Programming language/technical skills
Java/VBA (expert), Prolog/MATLAB/R (basic knowledge), SQL/MS Office (expert)

Interests
Swimming, running, playing the guitar

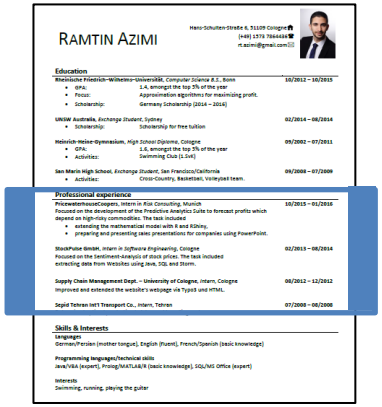
Basic information: Date range, Job title, Company, Location, Job description.

Professional Experience

10/2015–04/2016 **Risk Consultant**, *PricewaterhouseCoopers AG*, Munich, Germany.
Achievement: Created a dashboard for PwC's Analytics Suite and Use Cases for pitches.
Tools: R, RShiny, LaTeX, PowerPoint, Excel.

Job description
Should contain achievements rather than job responsibilities.

2nd Lesson: Content



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Professional experience

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German/Persian (mother tongue), English (fluent), French/Spanish (basic knowledge)

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Java/VBA (expert), Prolog/MATLAB/R (basic knowledge), SQL/MS Office (expert)

Interests
Swimming, running, playing the guitar

Basic information: Date range, Job title, Company, Location, Job description.

Professional Experience

10/2015–04/2016 **Risk Consultant**, *PricewaterhouseCoopers AG*, Munich, Germany.
Achievement: Created a dashboard for PwC's Analytics Suite and Use Cases for pitches.
Tools: R, RShiny, LaTeX, PowerPoint, Excel.

Extended information: More detailed job description.

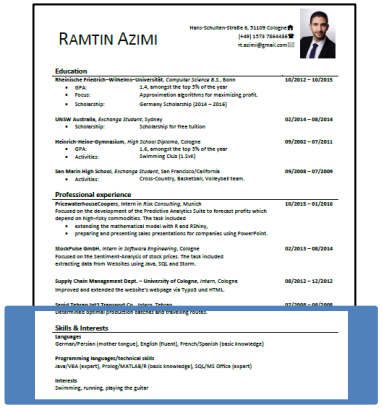
PricewaterhouseCoopers, Risk Consultant, Munich **10/2015 – 01/2016**

Focused on the development of the Predictive Analytics Suite to forecast profits which depend on high-risky commodities. The task included
- extending the mathematical model with R and RShiny,
- preparing and presenting sales presentations for companies,
- preparing sales offers for forecast models.

Job description

You can add a more detailed job description, but remember less is more.

2nd Lesson: Content



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Identified optimal production batches and traveling routes.

Skills & Interests

Languages
German/Persian (mother tongue), English (fluent), French/Spanish (basic knowledge)

Programming languages/technical skills
Java/VBA (expert), Prolog/MATLAB/R (basic knowledge), SQL/MS Office (expert)

Interests
Swimming, running, playing the guitar

Basic information: Languages, Interests.

Languages

German	Native Speaker
Persian	Native Speaker
English	Fluent Speaker
Spanish	Proficient Speaker

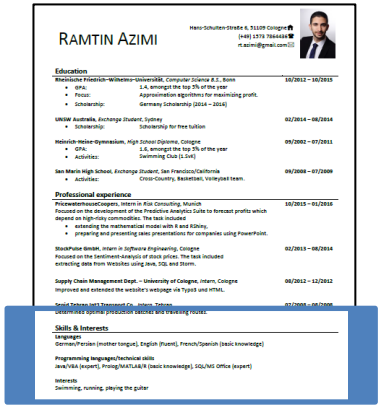
Add your proficiency level.

Other Interests

Running	Regular work out since 12 years of age.
Swimming	Member of the 1. SvK Köln for 10 years.

2nd Lesson: Content

Others.



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Programming language/technical skills
Java/VBA (expert), Prolog/MATLAB/R (basic knowledge), SQL/MS Office (expert)

Interests
Swimming, running, playing the guitar

Extended information: Skills, Projects, Awards, Scholarships, Voluntary work.

Skills

Programming	Java, JavaScript, Python
MS Office	PowerPoint, Excel, Word
Others	Databases, SQL, Git

Programming projects

06/2015–09/2015 **Filter-Kruskal**. Optimized the standard Kruskal for a minimal spanning tree.

08/2014–02/2015 **Bichromatic Reversed Nearest Neighbor**. Located optimal position for a new store.

07/2017–07/2017 **Imgur App**. A simple Android application for the imgur website.

Awards and Honors

2016 *MIT Technology Review* Innovators Under 35.
Named one of thirteen alumni Centennial Laureates of The Ellis School.

2015 Keynote speaker, PrivacySecurityRisk.
Paul L. Penfield Student Service Award, MIT EECS.

2nd Lesson: Language

How are we supposed to write it?

Pay attention to…

1. orthography,
2. formal language and
3. consistency.

2nd Lesson: The hardest part

The hardest part of a CV is to maintain these two aspects.

1

Consistency.

CV should be consistent in

- structure,
- design,
- content and
- language.

2

One page CV.

CV can be reduced to one page by effectively using

- structure,
- design,
- content and
- language.

Important note

As this is the short version, the next slides have problems and solutions on the same slide. The reader should guess the problem before looking at the solution.

2nd Lesson: Consistency

Consistency in design.

Before.

Education

Rheinische Friedrich–Wilhelms–Universität, Computer Science B.Sc., Bonn **10/2012 – 10/2015**

- GPA: 1.4/1.0, amongst the top 5% of the year
- Focus: Approximation algorithms for maximizing profit.
- Scholarship: Germany Scholarship (2014 – 2016)

UNSW Australia, *Exchange Student*, Sydney **02/2014 – 08/2014**

- Scholarship: Scholarship for free tuition

After.

Education

Rheinische Friedrich–Wilhelms–Universität, *Computer Science B.Sc.*, Bonn **10/2012 – 10/2015**

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2nd Lesson: Consistency

Consistency in content.

Before.

Education

Rheinische Friedrich–Wilhelms–Universität, *Computer Science B.Sc.*, Bonn **10.2012 – 10.2015**

- GPA: 1.4/1.0, amongst the top 5% of the year
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After.

Education

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2nd Lesson: Consistency

Consistency in language.

Before.

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UNSW Australia, *Exchange Student*, Sydney **02/2014 – 08/2014**

- Scholarship: Scholarship for free tuition

2nd Lesson: One page CV

Save space with the help of structure.

Before.

Scholarships

2013 - 2014 Awarded with the Germany Scholarship.
2014 - 2015 Awarded with the Germany Scholarship
2014 Scholarship for tution fee coverage at UNSW Australia.

After.

Education

10/2012–10/2015 **B.Sc. Computer Science**, *University of Bonn*, Bonn, Germany.
GPA: 1.4/1.0. Graduated amongst top 5% of class. Thesis: Secretary Problem.
Programming projects: Filter-Kruskal, BRNN.
Scholarship: Awarded with the Germany Scholarship two years in a row.

02/2014–08/2014 **Study Abroad**, *UNSW Australia*, Sydney, Australia.
Coursework: Number Theory, Statistics, Artificial Intelligence and Theory of Computation.
Scholarship: Tuition fees were covered by the University of Bonn.

Saved space: 4 lines.

2nd Lesson: One page CV

Save space with the help of design.

Before.

Languages

German	Native Speaker	*Born and raised in Germany.*
Persian	Native Speaker	*Parents from Iran, self-studied writing and reading.*
English	Fluent Speaker	*Lived in the U.S/Australia, TOEFL: 104/120.*
Spanish	Proficient Speaker	*Studied for 3 years at school, lived in Colombia.*

After.

Skills & Interests

Languages	German • Persian	English	Spanish	French

Saved space: 4 lines.

2nd Lesson: One page CV

Save space with the help of content.

Before.

Education

10/2012–10/2015 **B.Sc. Computer Science**, *University of Bonn*, Bonn, Germany.
GPA: 1.4/1.0. Graduated amongst top 5% of class. Thesis: Secretary Problem.
Programming projects: Filter-Kruskal, BRNN.
Scholarship: Awarded with the Germany Scholarship in 2013 - 2014 and 2014 - 2015 with excellent achievements in studies.

After.

Education

10/2012–10/2015 **B.Sc. Computer Science**, *University of Bonn*, Bonn, Germany.
GPA: 1.4/1.0. Graduated amongst top 5% of class. Thesis: Secretary Problem.
Programming projects: Filter-Kruskal, BRNN.
Scholarship: Awarded with the Germany Scholarship two years in a row.

Saved space: 1 line.

2nd Lesson: One page CV

Save space with the help of language.

Before.

Professional Experience

09/2017-present **German Teacher**, *Colegio Arenas Internacional*, Costa Teguise, Spain.
Teaching German to primary and secondary students (IB-Program) with class sizes of 30 students.
Achievement: Automization of e-mail-notifications with current performances to students via Python.

After.

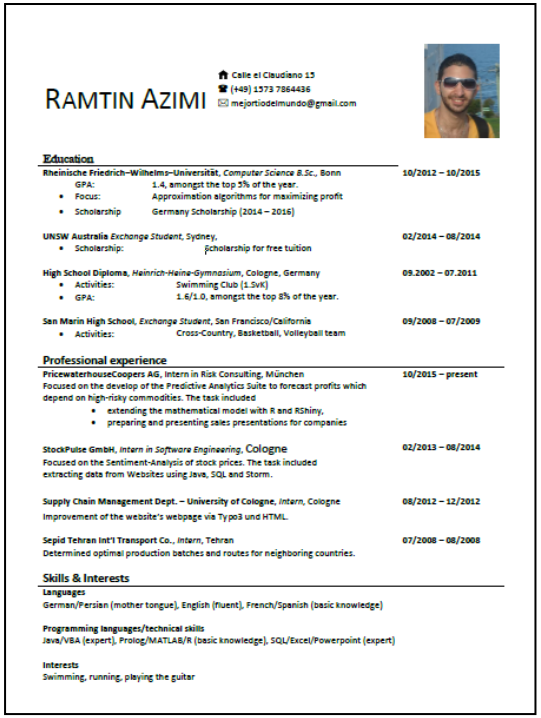
Professional Experience

09/2017-present **German Teacher**, *Colegio Arenas Internacional*, Costa Teguise, Spain.
Teaching German to primary and secondary students (IB-Program) with class sizes of 30 students.
Achievement: Automized e-mail-notifications with current performances to students via Python.

Saved space: 1 line.

Quiz: Now it's your turn!

Congratulations! The course has finished.
If you have paid close attention, you can find many errors in this CV. Download it here.



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- Activities: Cross-Country, Basketball, Volleyball team

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Focused on the Sentiment-Analysis of stock prices. The task included extracting data from Websites using Java, SQL and Storm.

Supply Chain Management Dept. – University of Cologne, *Intern*, Cologne — 08/2012 – 12/2012
Improvement of the website's webpage via Typo3 und HTML.

Sepid Tehran Int'l Transport Co., *Intern*, Tehran — 07/2008 – 08/2008
Determined optimal production batches and routes for neighboring countries.

Skills & Interests

Languages
German/Persian (mother tongue), English (fluent), French/Spanish (basic knowledge)

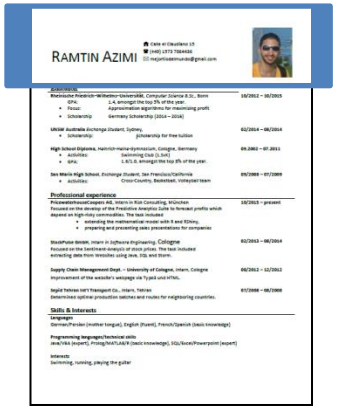
Programming languages/technical skills
Java/VBA (expert), Prolog/MATLAB/R (basic knowledge), SQL/Excel/Powerpoint (expert)

Interests
Swimming, running, playing the guitar

Important note
This is a quiz; it helps to capture all aspects we have learnt.
Treat it as such; take at least 15 minutes to observe it line by line.

Quiz: Now it's your turn!

Profile.

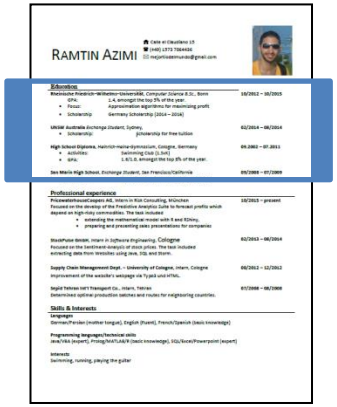


RAMTIN AZIMI

Calle el Claudiano 15
(+49) 1573 7864436
mejortiodelmundo@gmail.com

Errors in regard to Design Content Language

Quiz: Now it's your turn!


RAMTIN AZIMI

Education.

Education

Rheinische Friedrich–Wilhelms–Universität, *Computer Science B.Sc.*, Bonn — **10/2012 – 10/2015**

- GPA: 1.4, amongst the top 5% of the year.
- Focus: Approximation algorithms for maximizing profit
- Scholarship: Germany Scholarship (2014 – 2016)

UNSW Australia *Exchange Student*, Sydney, — **02/2014 – 08/2014**

- Scholarship: Scholarship for free tuition

High School Diploma, *Heinrich-Heine-Gymnasium*, Cologne, Germany — **09.2002 – 07.2011**

- Activities: Swimming Club (1.SvK)
- GPA: 1.6/1.0, amongst the top 8% of the year.

San Marin High School, *Exchange Student*, San Francisco/California — **09/2008 – 07/2009**

- Activities: Cross-Country, Basketball, Volleyball team

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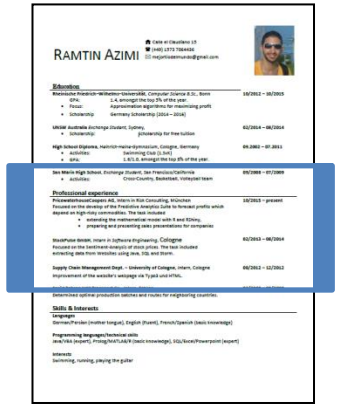
Quiz: Now it's your turn!

Experience.


RAMTIN AZIMI

Professional experience

PricewaterhouseCoopers AG, Risk Consulting, München — **10/2015 – 01/2016**

Focused on the develop of the Predictive Analytics Suite to forecast profits which depend on high-risky commodities. The task included

- extending the mathematical model with R and RShiny,
- preparing and presenting sales presentations for companies

StockPulse GmbH, *Intern in Software Engineering*, Cologne — **02/2013 – 08/2014**

Focused on the Sentiment-Analysis of stock prices. The task included extracting data from Websites using Java, SQL and Storm.

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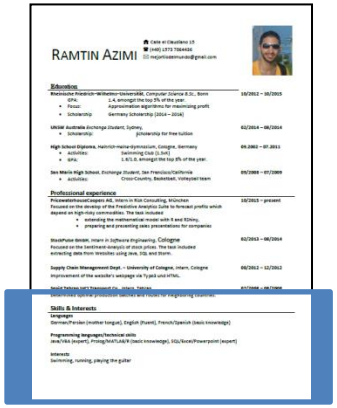
Quiz: Now it's your turn!

Others.


RAMTIN AZIMI

Skills & Interests

Languages

German/Persian (mother tongue), English (fluent), French/Spanish (basic knowledge)

Programming languages/technical skills

Java/VBA (expert), Prolog/MATLAB/R (basic knowledge), SQL/Excel/Powerpoint (expert)

Interests

Swimming, running, playing the guitar, partying

Errors in regard to Design Content Language

Final Notes

1. **Your CV.**
   Write your personal CV in regards to structure, content and language.
   For completeness, a good example of a CV and its LaTeX code are included here.

2. **LaTeX versus Word.**
   To those who know LaTeX: LaTeX can pay off depending on the complexity.
   Weigh the advantages and disadvantages.

3. **Networking.**
   LinkedIn can be used to network and to receive job offers.

4. **Application to universities, companies, events and scholarships.**
   See appendix for further information.

5. **Final step: Sending the application.**
   Always send CV and cover letter via PDF-Files.
   Name the file after the content and your name: Example: “CV_RamtinAzimi”

Thank you!

Ramtin Azimi
rt.azimi@gmail.com

Appendix: Examples of scholarships.

Scholarships by institution and government.

1. Popular scholarships:
   Deutschlandstipendium, KAS, Studienstiftung, FES, SDW etc.
2. Find more scholarships: BMBF, DAAD

University scholarships.

Given by home university**.**

1. University of Bonn, *tuition coverage for study abroad*.
2. University of Cologne, *tuition coverage for study abroad*.
3. Erasmus-Program, *tuition coverage and monthly stipend within Europe.*

Given by university abroad.

1. University of Sydney, *tuition coverage for students.*
2. Australian National University, *full coverage scholarship for students.*
3. UNSW Australia, *full/partial tuition coverage for a Study Abroad.*

Company events.

1. Huawei, *travel to China with expenses covered.* Spanish, German.
2. Find more scholarships on career sites: e-fellows, careerloft.