Resume Peer Review Worksheet

Reviewed by: RIcky Resume by: Harjot

Layout and Formatting

* Is the font size legible on first glance?

Comments: yes

* Does the formatting and content make use of the full page (are there random empty spaces)?

Comments: yes

* Is the formatting visually appealing (no skewed lines/boxes, something looking out of place) ?

Comments: yes

* Order of sections: Unless tech related work experience or education, does it follow the order of summary > contact > skills > projects > experience > education > optional section?

Comments: move contact info up and delete the about me page

* Any other feedback on formatting or layout?

Summary

|  |  |  |
| --- | --- | --- |
| ☑ | **Does it Contain...** | **COMMENTS** |
| ☐ | State they are a Web/iOS developer | yes |
| ☐ | Previous experience | yes |
| ☐ | Interests in development | yes |
| ☐ | 4-5 Sentences | yes |

General feedback/comments about the summary:

Contact Section

|  |  |  |
| --- | --- | --- |
| ☑ | **Does it Contain...** | **COMMENTS** |
| ☐ | Email | yes |
| ☐ | Phone Number | yes |
| ☐ | Link to Github | yes |
| ☐ | Link to LinkedIn | Yes |
|  |  |  |

Is there any information that should not be in contact section (street address, social media links)?

Yes / No

If yes, please specify:

Skills Section

Is the skills section present and accurate?

Other Feedback on Skills Section (anything spelled wrong?):

Projects Section

General – add a short description of why you made it

|  |  |  |
| --- | --- | --- |
| ☑ | **Does it Contain...** | **COMMENTS** |
| ☐ | TinyApp | good |
| ☐ | Tweeter | good |
| ☐ | Midterm Project | Add API to twilio |
| ☐ | Each project has a link to Github repo | yes |
| ☐ | Each project has tech stack listed | yes |
| ☐ | Each project has a BRIEF description | yes |
| ☐ | Month and Year each project was done | No |

Experience Section

Are experiences in order from most recent to least recent? YES

Do the descriptions for each position highlight transferable/soft skills? Any suggestions?

General – Consider bolding tech in each place

GroupBy – Should make each point more concise.

QA – Good

iOS – Consider making “Work with ... “ a point by itself”

Education Section

Are they in order from most recent to least recent? YES / NO

yes

Any other comments (should not include high school, should include LHL)?

Overall Review

Put on your employer hat: What is the one thing that stood out to you most about this person’s resume?

The thing that stood out the most to me was the career history which is already very well related as as well as the education

Was there anything you wish this person elaborated on (any hidden experience too hidden)?

No

Are there any typos/grammatical errors?

Some but i mentioned them eariler

Put on your employer hat: Does the summary stand out to you? After reviewing the resume, does it cover the highlights of this person’s experience?

I think so yes

Any other feedback: