# Resume and application process

Resume, cold email, referrals, job boards, remote jobs

# Resume points

## Resume updation -

- Resume template https://www.overleaf.com/latex/templates/iakes-resume/svzfibzwincs
- Resume Guide http://bit.lv/30dc-resume
- Prompt

https://docs.google.com/document/d/1SiDdXOYXc2xqLrQ89U4qdG9V 3Zittl7t0oKFPt2Zyc/edit

## Resume tips

- Resume guide https://bit.ly/30dc-resume (resume guide)
- Make a good resume and cold email
  - Write action words
  - https://www.voutube.com/watch?v=pkfGqhS-WN4
  - Send it to Aryan if you want a review
- Goodgithubtwitterlinkedin MAKEASTRONGPROFILE
  - https://www.youtube.com/watch?v=8rBdEHhNnZ8
  - Examples
    - https://github.com/sibi-sharanyan
    - https://www.harshkumarpandey.com/
    - https://github.com/harshpandey002
    - Aryan singh on platforms
- Cold emails
  - Hunter / Apollo / Leapleader

## **Chat GPT resume prompt**

Act as an expert FAANG technical recruiter.

I am going to give you some resume points in the next message

Here are the rules you should follow

For experience section

1/ Add skills to the last line of the experience, so for example - skills: react, programming, communication

For projects

1/ Add skills to the last line of the experience, so for example - skills: react, programming, communication - make it a bullet point

For skills

1/ Add the skills currently provided to you in a good priority order

Use strong action words like

Accomplished Achieved Administered Analyzed Assigned Attained Chaired Consolidated Contracted Coordinated Delegated Developed Directed Earned Evaluated Executed Handled Headed Impacted Improved Increased Led Mastered Orchestrated Organized Oversaw Planned Predicted Prioritized Produced Proved Recommended Regulated Reorganized Reviewed Scheduled Spearheaded Strengthened Supervised Surpassed COMMUNICATION Addressed Arbitrated Arranged Authored Collaborated Convinced Corresponded Delivered Developed Directed Documented Drafted Edited Energized Enlisted Formulated Influenced Interpreted Lectured Liaised Mediated Moderated Negotiated Persuaded Presented Promoted Publicized Reconciled Recruited Reported Rewrote Spoke Suggested Synthesized Translated Verbalized Wrote RESEARCH Claiffed Collected Concluded Conducted Constructed Critiqued Derived Determined Diagnosed Discovered Evaluated Examined Extracted Formed Identified Inspected Interpreted Interviewed

## Jake Ryan

123-456-7890 | jake@su.edu | linkedin.com/in/jake | github.com/jake

#### EDUCATION

Southwestern University	Georgetown, TX
Bachelor of Arts in Computer Science, Minor in Business	Aug. 2018 - May 2021
Blinn College	Bryan, TX
Associate's in Liberal Arts	Aug. 2014 - May 2018

#### EXPERIENCE

Undergraduate Research Assistant	June 2020 – Present
Texas A&M University	College Station, TX

Texas A&M University

- · Developed a REST API using FastAPI and PostgreSQL to store data from learning management systems
- · Developed a full-stack web application using Flask, React, PostgreSQL and Docker to analyze GitHub data
- · Explored ways to visualize GitHub collaboration in a classroom setting

## Information Technology Support Specialist

Sep. 2018 - Present Georgetown, TX

Southwestern University

- Communicate with managers to set up campus computers used on campus
- Assess and troubleshoot computer problems brought by students, faculty and staff
- · Maintain upkeep of computers, classroom equipment, and 200 printers across campus

### Artificial Intelligence Research Assistant

May 2019 - July 2019 Georgetown, TX

#### Southwestern University

- · Explored methods to generate video game dungeons based off of The Legend of Zelda
- · Developed a game in Java to test the generated dungeons
- · Contributed 50K+ lines of code to an established codebase via Git
- · Conducted a human subject study to determine which video game dungeon generation technique is enjoyable
- · Wrote an 8-page paper and gave multiple presentations on-campus
- · Presented virtually to the World Conference on Computational Intelligence

#### PROJECTS

#### Gitlytics | Python, Flask, React, PostgreSQL, Docker

June 2020 - Present

- · Developed a full-stack web application using with Flask serving a REST API with React as the frontend
- · Implemented GitHub OAuth to get data from user's repositories
- · Visualized GitHub data to show collaboration
- · Used Celery and Redis for asynchronous tasks

## Simple Paintball | Spigot API, Java, Maven, TravisCI, Git

May 2018 - May 2020

- · Developed a Minecraft server plugin to entertain kids during free time for a previous job
- · Published plugin to websites gaining 2K+ downloads and an average 4.5/5-star review
- · Implemented continuous delivery using TravisCI to build the plugin upon new a release
- · Collaborated with Minecraft server administrators to suggest features and get feedback about the plugin

#### TECHNICAL SKILLS

Languages: Java, Python, C/C++, SQL (Postgres), JavaScript, HTML/CSS, R Frameworks: React, Node.js, Flask, JUnit, WordPress, Material-UI, FastAPI

Developer Tools: Git, Docker, TravisCI, Google Cloud Platform, VS Code, Visual Studio, PyCharm, IntelliJ, Eclipse

Libraries: pandas, NumPy, Matplotlib

# Jake ryan's resume template

- Use this template
- https://www.overleaf.com/latex/templates
- <u>/iakes-resume/svzfibzwincs</u>
- 4 sections
- 3-4 points
- Live links
- Github links
- NO certificates
- No bullshit
- Nothing older than college unless super
- important DON'T JUST FILL in Keep it relevant

## **Sponsored**



MyPerfectResume

https://www.myperfectresume.com

# Free Resume Templates - Fastest Resume Builder Online

Our Automatic **Resume** Templates Make You a Perfect **Resume** in Just a Few Clicks. Free & Easy. Are You Making These Common **Resume** Mistakes? Use Our Free, Automatic...

## Free Online Resume Maker

Build a Resume in Minutes. Quick & Easy Resumes w/ Our Templates.

## Free Perfect Resume Maker

Build Your Perfect Resume for Free! Choose from Hundreds of Designs.

## 100+ Resume Formats

Find Expert Resume Formats & Layout Make the Perfect Resume in Minutes.

## Sponsored



Resume Now

https://www.resume-now.com/freeresumetemplates

## Free Resume Builder

Build Your Perfect Resume Today! Free Resume Builder Here. Job search toolkit. Live chat.

## Sponsored



Resume Genius

https://www.resumegenius.com

## A Resume Like No Other - Build a Resume In 15 Minutes

Don't Underself Yourself. Tell Your Story with Resume Genius & Get Hired Now. Show That...

# STOP SPENDING HOURS ON TOOLS

- Keep it simple
- Simple english
- Simple points
- Learn the basics

The harsh reality is that no one is going to read your resume unless you have something very very impressive

# Main points

- 1. No summary or certificates
- 2. Add skills and keywords ATS
- 3. Think like ATS and not like a recruiter
- 4. No recruiter has time for you
- 5. Think of bullet point structure and not paragraphs
- 6. More numbers and actionable items
- 7. More 'valuable' things
- 8. Bring unique things in your resume
- 9. Do not waste all your time
- 10. Make projects and add those

# **Everything you need!**

- 1. Stop looking for AI tools or templates
- 2. Make a simple resume and start applying
- 3. You are not getting opportunities because of your projects, not because your resume is "bad"
- 4. Just use the template and work on things that matter

Projects + DSA = 99% of your job application

So move on from the fucking resume PLEASE.

# Cold emailing and networking

Coders, freelancers, indie hackers, sellers, etc.

# Software Engineering Intern: Aryan Singh Inbox x



# **Aryan Singh**

Hey Amy, Hope you're doing well. I'm a computer science student at the University of Massachusetts, Amherst, and am really interested in the SDE internship opportunity



# Amy.Padgett@dell.com

to me -

Thanks so much for reaching out Aryan! I have shared your resume with some of our engineering teams that still have openings in their summer intern programs. A

Regards,

# Normal email + emailing when you have another offer

- Use the offer
- Use the details
- Use the tricks
- Fasten the process

# Quora Software Engineer Intern: Aryan Singh







Aryan Singh <aryansingh@umass.edu>

to tnanz -

Hey Taylor,

Hope you're doing well. I'm a computer science student at the University of Massachusetts, Amherst, and am really interested in the SDE internship opportunity at Quora. I took the online coding assessment some time back and I've attached my report to this email.

This past summer, I was a Software Engineer Intern at Arrow Electronics, a large distributor of electronic components. I helped them develop an information, reporting, and ecommerce based application. I also work as a part-time mobile development engineer for a startup with over \$50k in funding. I've won various hackathons in the past, with projects like Safety for Women, Medical Tracker, and VR Classroom for Students with Disabilities.

## **Riot Games Intern Coding Test, Summer 2020**

Powered by HackerRank

Hello.

Thank you for applying to our Summer 2020 Internship role at Riot Games! Before we review your application contents, we ask that you complete this Coding Test focused on CS fundamental concepts. NOTE: All intern roles within Software, Systems, Data, Database Engineering require completion of this Hackerrank test for consideration.

A few things to note:

- . The test duration is 120 minutes long. Please reserve the appropriate amount of time at a comfortable space to complete the challenge
- · All inputs will be from STDIN and outputs will go to STDOUT, so we recommend familiarizing yourself with input parsing and standard stream operations
- . The "Submit Code & Continue" button in HackerRank may not save your previous input (i.e. if you complete Q3 then press it, then go back to Q3, the code may no longer be there). Therefore, we encourage you to save your answers in an external code editor as you complete each question in the test
- · We recommend completing the challenge within 7 days of receipt. If you are unable to take the test within this time frame due to reasonable circumstances, please email us so we can accommodate.

If you experience any unexpected issues, please respond to this email,

Fistbumps,

Riot Games

- Heading
- Description Test

@ Wed, Dec 11, 2019, 8:00 AM

- details Test results
- Aim of the email
- Result of the email
- Keep it simple
- Provide value
- Concise









Aryan Singh <aryansingh@umass.edu>

to bethandre -

Hey Beth,

Hope you're doing well. I took the google coding challenge a couple a weeks back and am waiting to hear back. It went really well and am looking forward to the next steps for the internship. I have a competing offer from another company with their deadline coming soon, but I'm still very interested in the SDE intern position with Google.

Please let me know if the interview can be scheduled in the coming couple of weeks. Looking forward to hearing from you. Thank you.

Regards, Aryan Singh Computer Science University of Massachusetts Amherst LinkedIn, GitHub

Wed, Dec 18, 2019, 8:07 AM

Wed, Dec 18, 2019, 8:00 AM







Thanks for reaching out and letting me know about your offer. Congratulations! The team is working as quickly as they can to review all applications however they may not be able to accommodate your upcoming offer deadline. If you are still interested in pursuing this role I would encourage you to ask for an offer extension. Otherwise, I would be happy to withdraw your application from the process. Please note that a withdraw has no effect on future opportunities. Either way please let me know how you would like to proceed.

Additionally, I sent a message to your recruiter asking that they look at your materials.

Finally, what is your current offer deadline?

Looking forward to hearing from you soon.

Best,

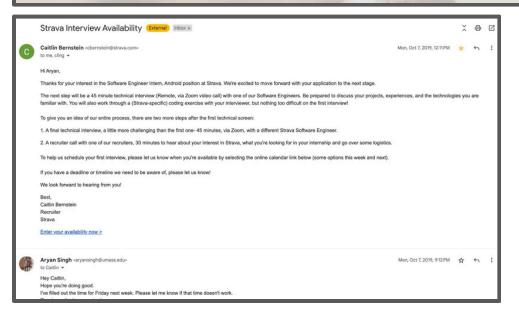
Beth

☐ ★ Handshake	Inbox Your application to State Street Corporation was successfully submitted - Your application is confirmed Nice work! You successfully a	10/1/18
☐ ★ Handshake	Inbox Your application to Fidelity Investments was successfully submitted - Your application is confirmed Nice work! You successfully applie	10/1/18
☐ ★ Handshake	Inbox Your application to iRobot was successfully submitted - Your application is confirmed Nice work! You successfully applied to Compute	10/1/18
☐ ★ Handshake	Inbox Your application to TJX Companies was successfully submitted - Your application is confirmed Nice work! You successfully applied to	10/1/18
☐ ★ Handshake	Inbox Your application to Kronos was successfully submitted - Your application is confirmed Nice work! You successfully applied to Summer	10/1/18
☐ ★ Handshake	Inbox Your application to Systems & Technology Research was successfully submitted - Your application is confirmed Nice work! You succe	10/1/18
☐ ★ Handshake	Inbox Your application to HPR (Hyannis Port Research) was successfully submitted - Your application is confirmed Nice work! You successfu	10/1/18
☐ ★ Handshake	Inbox Your application to Charles River Development was successfully submitted - Your application is confirmed Nice work! You successfull	10/1/18
☐ ★ Handshake	Inbox Your application to Optum, a UnitedHealth Group Company was successfully submitted - Your application is confirmed Nic	
☐ ★ Wayfair Recruiting .	Inbox Your Wayfair application for Software Engineering Intern - Summer 2019 - Dear ARYAN, Thank you for your interest in a career at Wayf	10/1/18
☐ ★ Handshake	Inbox Your application to Amazon was successfully submitted - Your application is confirmed Nice work! You successfully applied to Amazo	10/1/18
☐ ★ Handshake	Inbox Your application to Handshake was successfully submitted - Your application is confirmed Nice work! You successfully applied to Soft	10/1/18
☐ ★ Handshake 3	Inbox Your application to Alibaba Group was successfully submitted - Your application is confirmed Nice work! You successfully applied to I	10/1/18

# Using a software tool like indeed, handshake, etc is NOT A GOOD PRACTICE.

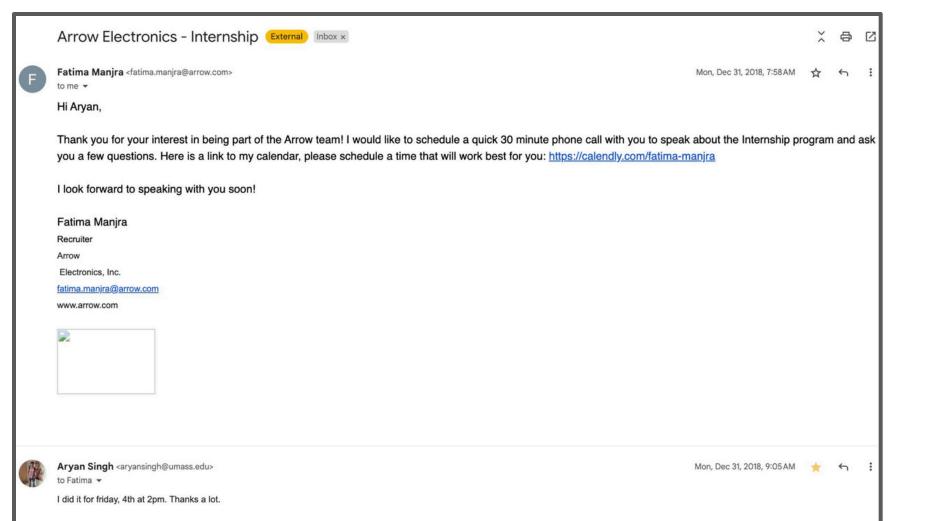
- Look at this example
- 10000s of people are applying this way
- Very slow and outdated

□ ★ snapshot-emails	Inbox Next steps for your Google application - Dear Aryan Singh, Thanks again for applying for the role of Software Engineering Intern, BS,	11/25/19
☐ ★ Jacqueline, me 3	Inbox Workhuman; Telephone Interview Invitation - Hi Aryan, Thank you so much for your response. At this time, I've scheduled for us to co	11/25/19
☐ ★ Vestmark via Codili.	Inbox Vestmark invites you to a test at Codility - Hi Aryan Singh, Thank you for your interest in Vestmark! We would like you to take a short p	11/19/19
☐ ★ workday arrow	Inbox Thanks for Applying, Let's Guide Innovation Forward! - Dear Aryan: Thank you for considering job id R173152, Data Science Intern with	11/19/19
☐ ★ Bay Si (Nutanix, In.	Inbox Nutanix, Inc. invitation for assessment - Hi Aryan Singh, Nutanix, Inc. has invited you to take an assessment. The details are below	11/18/19
□ ★ no-reply	Inbox Thank You from Postmates   Next Steps - Hi Aryan, Thanks for applying to Postmates, your application has been received! To get start	11/14/19
☐ ★ Shannon, me 2	Inbox Vestmark, Inc Phone Interview Availability - Hey Shannon Thank you for the update. I would be able to talk on Tuesday after 11.30 a	11/14/19



# Don't stop at 1 email

- Email 100s of recruiters
- Ask for their calls and numbers
- Schedule a call if possible
- Ask for multiple recruiters
- Acceptance rate is usually low



### Hey Arvan,

We're excited to invite you to speak with members of our team! I'm working with Monica, and I've scheduled your phone interviews as follows:



1st Interview: Thursday, January 9th, 2020 at 10:00am PT



2nd Interview: Thursday, January 9th, 2020 at 11:00am PT

Shared Doc: Google Document Two



Your Contact Number: +1 413-313-9365

On the day of your interview, please ensure that you are in a quiet area with reliable connection. Your interviewers will be calling this listed number at the specified time. Need to change your number? Notify us as soon as possible to update.

## Before your interview:

- . Let us know you can make it by replying-all to confirm. If you need to reschedule due to an unforeseen emergency, we're here to help. Please note that
- Complete our <u>Employment Application</u> (by today if you can!). This link should only be clicked once to generate your personal application. It is essential tyour interviews and should not take more than 20 minutes. If you are unable to complete the form in one sitting, you can save your work by clicking the Fit please carefully review your information to ensure everything is accurate and complete.
- It's important to us to create an accessible, inclusive workplace for everyone, so please complete this form if you need any accommodations for your interspecialized equipment, or a lactation break and room. Our candidate accommodations team will then connect with you to confidentially discuss your option

## After your interview:

- . Your recruiter will follow up with an update as soon as possible. If anything changes about your candidacy, please do the same for them.
- · As a friendly reminder, our interview questions are confidential, so please keep things under wraps.

#### Good to know:

# Test yourself with this email response

- How will you reply
- What will you say

# Think about:

- What do we want next
- Simple and straightforward
- Good n bad examples

Hello Ben, hope you're doing well.

I've cleared all the technical rounds and am in the project search (host matching) part of the Google SWE intern process. I would love to work for your team (Google Drive) as an intern, if you're hiring.

My prior experience has been in mobile, web (full stack), backend, frontend, systems development where I've tried APIs, networking, databases, testing, UI/UX, and cloud services like firebase, storage, security, AWS etc. I'm also interested in learning new skills and technologies during my internship.

You can find my open source projects at https://github.com/aryansingh12. I've attached my resume for your reference and look forward to your response. Thank you.

Regards,

Aryan Singh

Computer Science

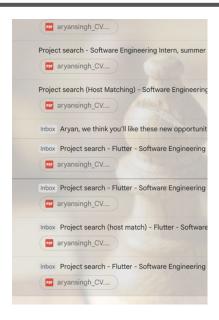
University of Massachusetts Amherst

LinkedIn, GitHub

# My email for TEAM MATCHING at Google

- After my selection
- To find a team
- Email 50+ people

So many people wait and get rejected in this round. This is how you become better than others.



# Paypal Software Engineering Intern: Aryan Singh External Inbox x











Aryan Singh <aryansingh@umass.edu> to mwilliamson -

@ Mon, Dec 16, 2019, 8:00 AM

Hey Marc,

Hope you're doing well. I'm a computer science student at the University of Massachusetts, Amherst, and am really interested in the SDE internship opportunity at Paypal. I applied some time back for the position and am waiting for the next steps.

This past summer, I was a Software Engineer Intern at Arrow Electronics, a large distributor of electronic components. I also work as a part-time mobile development engineer for a startup with over \$110k in funding, I've won various hackathons in the past, with projects like Safety for Women, Medical Tracker, and VR Classroom for Students with Disabilities.

# "Applied sometime back"

- Revisit the emails
- Email them again
- Ask for feedback
- Ask for updates
- Ask for timelines

# Facebook Software Engineering Intern: Aryan Singh







Aryan Singh <aryansingh@umass.edu> to artip -

@ Thu, Dec 12, 2019, 6:00 AM

Hey Arti,

Hope you're doing well. I'm a computer science student at the University of Massachusetts, Amherst, and am really interested in the SDE internship opportunity at Facebook. I applied with a referral for the SDE intern position and am waiting for the next steps.

This past summer, I was a Software Engineer Intern at Arrow Electronics, a large distributor of electronic components. I also work as a part-time mobile development engineer for a startup with over \$110k in funding, I've won various hackathons in the past, with projects like Safety for Women, Medical Tracker, and VR Classroom for Students with Disabilities,

"I've applied with referral already"

- Tell this to recruiter
- Don't wait and watch
- Alert them before others

You need very STRONG POINTS





Hey,

I'm an undergraduate at University of Massachusetts Amherst and am looking for an internship opportunity for summer 2020.

I'm really passionate about computer science and have developed a lot of Android mobile applications in the past. Being an Android developer, your app looks really impressive and I would love to add my contribution to it. I've done 2 internships previously, both in the space of Mobile development.

I've attached my resume and look forward to hearing back soon!

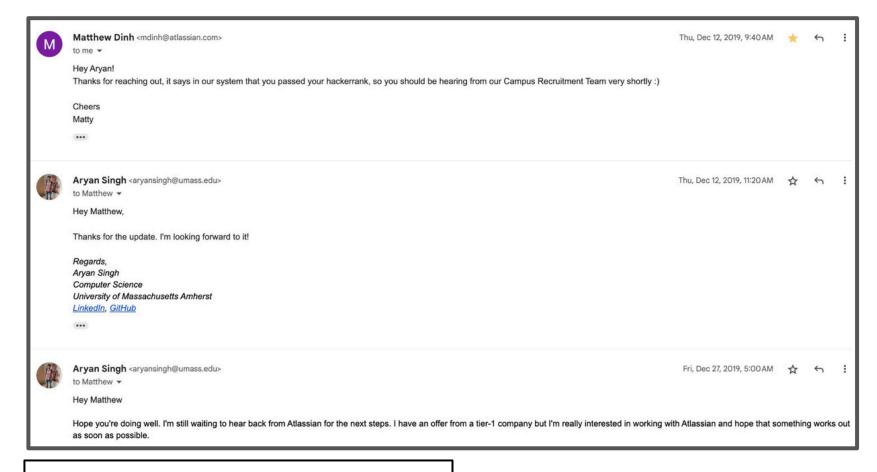
Regards, Aryan Singh

One attachment . Scanned by Gmail (i)

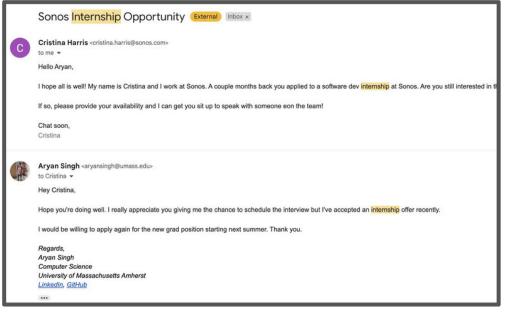


# Don't make it TOOOOO SIMPLE.

- This is v simple and boring.
- No links, github, portfolio, etc. BAD EMAIL



# **REGULAR FEEDBACK + TIMELINE**



## **NEVER SAY NO**

- I said no to internship but still willing to
- get full time later
- Never just say no
  I had the google offer so said no

# Always

- Interview (never know about layoffs)
- Ask for personal contact
- Keep good relations
- Never be rude
- Never say no
- Always reply even if you don't 'have' to

# Resources

- https://www.30dayscoding.com/blogs/cold-email
- Chat GPT
- Try and test
- Experiment

Be creative Be unique

Find YOUR email and find your own journey Don't try to find the "BEST" email for you



# Before your first day

 Getting Started: You will be receiving an email from candidatehelp@google.com with information on onboarding logistics, including how to set up your permanent Google account and the equipment you'll receive (please keep the box your equipment arrives in to use for return at the end of