



3rd CWU Grad CAMP Meeting: Resume Review

Outline for today:

- Check-in about GRE, [Today's Practice Question](#)
- Review individual resumes/CVs
- Review Statement of Purpose

Recording notification

This webinar will be recorded and will be shared via the CWU website.

By continuing to the meeting you are consenting to be recorded.

Graduates Creating Applications for More Professional Experiences (Grad-CAMP) is offered by the [Central Office of Undergraduate Research](#) and [CWU Math Honors Program](#).

Resources from the Grad-CAMP will be available here, <https://www.cwu.edu/math/professional-opportunities>.

What goes in a resume?

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- ❑ Name, professional email, phone - list the things you check!
- ❑ Your Education
 - ❑ Relevant Coursework
 - ❑ Big projects
 - ❑ Research experiences
- ❑ Previous Job Experience that is applicable
 - ❑ Tutoring
- ❑ Achievements: Scholarships, Awards
- ❑ Skills/ Computer Programs: LaTeX , Mathematica, etc.
- ❑ Memberships (that are relevant)
- ❑ Extra Curricular Activities that are relevant
 - ❑ Volunteering!

THE ATTRIBUTES EMPLOYERS SEEK ON A CANDIDATE'S RESUME

ATTRIBUTE/ PERCENTAGE OF RESPONDENTS

Ability to work in a team 78.0%

Problem-solving skills 77.3%

Communication skills (written) 75.0%

Strong work ethic 72.0%

Communication skills (verbal) 70.5%

Leadership 68.9%

Initiative 65.9%

Analytical/quantitative skills 64.4%

Flexibility/adaptability 63.6%

Detail-oriented 62.1%

Interpersonal skills (relates well to others)
58.3%

Technical skills 56.8%

Computer skills 49.2%

Organizational ability 47.7%

Strategic planning skills 37.9%

Friendly/outgoing personality 25.8%

Tactfulness 25.8%

Creativity 21.2%

Entrepreneurial skills/risk-taker 19.7%

Fluency in a foreign language 4.5%

WHAT MAKES A GOOD APPLICATION STATEMENT?

You are writing to people who will be your mentors and colleagues.

- Tell an interesting story
- Do say things about particular instances when something exciting happened – specific example.
- Talk about the things you have in common.
ie: you want to do the work that they want to do... *MATH*
- Avoid phrases that are going to create bias
... *“I always hated math until...”*
- Watch qualifiers ... *“A professor helped guide the research”* vs *“I did research in Dr. Brandy’s lab on ...”*
- Use industry preferred format (if possible)... *LaTeX*



Goal before next meeting

1. Bring a solid draft for your Statement of Purpose. Make sure to discuss:
 - Why do you want to do this next opportunity?
 - How does this opportunity fit into your career plan?
 - What can you contribute to the experience?
 - Do you have past research experience?
 - Do you have specific experience learning about/independently studying a given topic?
 - Do you have a good story to go with it all?
2. Decide if you're taking the GRE