

BoF: Get the Position! Resume Consultation

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ABSTRACT

In this BoF, attendees will be encouraged to share their resumes and receive suggestion on how to improve their resume or curriculum vita. This BoF would be of interest to undergraduates and graduate students looking for jobs.

Keywords

Resume, curriculum vita, consultation

1. INTRODUCTION

Does your resume need a facelift? Does it have all of the relevant information needed for the positions you are applying for? Are you sure? Would you like to see what the competitions resumes look like? If you answered yes to any of these questions, than this BoF is for you.

2. Overview of BoF

Introductions (10 minutes): The organizer and selected panel of resume and curriculum vita experts (TBD) will introduce themselves, their current position(s), and previous positions. BoF participants will be asked to introduce themselves and the positions they are applying for.

Break-out (20 minutes): Students will be broken up into groups based on the positions they are applying for (e.g., summer internship, part-time employment, full-time industry employment, academic job search, etc.). Each break-out group will be lead by an expert. Students will share their resumes and get to see what other people have on their resumes. This will give the students ideas on what they could possibly be missing from their resume before consultation.

Consultation (30 minutes): Students will meet one-on-one with an expert to review their resume and give suggestions on how to improve their resume before their interviews. Depending on the number of break-out groups, these consultations could be run in parallel with the break-out groups.

Ideally this BoF would be scheduled before the job fair to ensure students have plenty of time to make edits to their resumes if needed. The students could print new resumes at the business office in The Boulderado if necessary before the career fair.

3. Advertising

If this BoF is selected, we would like to send an email to attendees alerting them of opportunity and ask them to bring their resumes, curriculum vitas, and all other job search materials.

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