

Welcome to CS9!

- Today:
 - Course Overview / Logistics
 - The Hiring Landscape
 - Writing a Resume

Course Staff

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Who This Course is For

- While we think everyone can probably benefit from this course, our target audience is the group of students who
 - have completed or are enrolled in CS106B/X or CS107,
 - are interested in applying for full-time positions or internships this quarter, and
 - do not have much experience interviewing or applying for jobs.

Course Goals

- Give a broad view of how CS technical interviews work, what companies are looking for, and the landscape of CS job opportunities.
- Teach technical and nontechnical skills helpful in effectively navigating technical interviews.
- Provide a venue to practice interview skills and techniques.
- Hear perspectives from leaders in industry.
- Level the playing field between applicants who may learn these things through informal mentoring in their friend network, and those who would otherwise not know this stuff!

Course Non-Goals

- Teach specific interview questions so that you can memorize the solutions to them.
 - Technical questions are a key part of interviews, but they're only one part of a larger picture.
 - Plus, as you'll see later, memorizing solutions is not the best strategy for preparing for interviews!
- Help prepare you for contest-level programming questions.
 - Contest programming is very different from what you'll need for job interviews and what you'll actually do on the job.

Coming Up Soon

The Major Career Fair

- ***Computer Forum Career Fair***
 - Wednesday, October 5, 11:00AM – 4:00PM.
 - Primarily mid- to large-sized companies.
- ***It's very important to attend this career fair.*** It's not the only way to get jobs, but it's specifically optimized for you.
- Have friends who are thinking about applying for jobs? *Please remind them about this career fair!*

The Computer Forum

- The Stanford Computer Forum allows tech companies to come and recruit on campus.
- They offer a number of resume workshops, mock interviews, and information sessions throughout the year.
- Join their [mailing list](#) for updates about upcoming recruiting events.
- Information session: Thursday, 12:00 noon in Packard 101.

The Hiring Landscape

There is greater demand for you than there
is supply of you.

The question is:
What do you want?

Learn certain technologies

Practice software engineering methods

Company or project that looks good on resume for the future

Build professional network

Work at that exact company in the future

Earn money, equity, options

Observe certain flavor of organization culture

Independence and control over work

Impact of your work

Life enjoyment at work, and/or balance with life outside work

Live in an interesting place

Most candidates realize that bad information = no hire.

The savvy candidates also know that *not enough information* = no hire.

It is in the best interest of both you and the resume reader or interviewer that you have as *high-bandwidth* communication as possible.

The Hiring Pipelines

Why do companies hire interns?

Why do companies hire full-time?

Hiring at Small Companies

Hiring at Large Companies

A Quick Overview of Hiring

What To Expect

- Hiring typically follows these steps:
 - Someone at the company - typically a recruiter or an engineer - gets your resume and puts it into their pipeline.
 - If they're interested, you'll probably get one or two phone screen interviews.
 - If you pass the phone screen, you'll probably be invited to interview with the company on-site.
 - Depending on the company, you may then have some follow-up phone calls to find a team to be placed on.
 - If they offer you a job, you'll negotiate the offer to end up with the best deal possible.
 - If this particular offer is the best out of all the offers you've received, you accept!
- This can be spread out as much as a month and a half, or as compact as two weeks.

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This first step
is critical!

The First Step: ***Writing a Resume***

Motivating Question:

What do companies do with resumes?

Rule One

Don't list everything you've ever done.
Be strategic and prioritize.

Rule Two

Be honest. Don't lie on your resume. Don't embellish your accomplishments.

Rule Three

Be prepared to talk about everything
you put on your resume.

Rule Four

Be professional. You never know who's going to read your resume.

Step One: Resume Quick Check

Resume Quick Check

- Pair up with someone sitting right next to you.
- Swap copies of your resume.
- In ***twenty seconds***, confirm that the following information is readable and easy to find:
 - Name and contact information.
 - Objectives (if any).
 - Education information.
 - Work history.
 - Past projects (if any)
 - Skills and programming languages.

Step Two: Thorough Checks

Contact Information

- Make sure the following information is present and accurate:
 - Name.
 - Email address(es).
 - Phone number.
 - Mailing address.
- Companies need to be able to reach you and might send official offers over snail mail, so make sure that you provide ways to actually reach you!
- Use a professional email address;
starcraft4ever_pwnzLOLS@hotmail.com isn't going to cut it here.

Objectives

- Some people choose to list an objective on a resume describing what sort of job they're looking for.
- You can use this as an opportunity to convey what you care about. Here are some examples:
 - “Seeking a summer internship in software engineering.”
 - “Objective: front-end software engineering position with high impact and opportunity for growth.”
 - “Design and develop experiences that bring happiness to people’s lives.”
- It's not strictly necessary to include this, but if you're strategic it can really help.

Educational History

- List Stanford, when you're planning on graduating, and your majors / minors / concentrations.
- List your GPA if it's good (usually, 3.5+). You can qualify your GPA as “CS GPA” or “Major GPA” if that makes you look better.
- If you have specific relevant courses, feel free to *briefly list the most important ones*.
- Only discuss high school if you are a freshman or you'd like someone to ask you about it during an interview.

Work History

- For each *relevant* job you've had in the past, briefly list the following information:
 - Name and location of the company.
 - Dates of employment.
 - Job title.
- Then, list your accomplishments (more on that in a second).
- Feel free to list work experience in other areas if you'd like to talk about it in an interview.

Work History: Accomplishments

- Use active, specific verbs.
 - “Designed,” “implemented,” “prototyped,” “tested,” “deployed,” and “maintained” are better than “worked on” or “programmed.”
- Quantify your accomplishments if possible.
 - Did you work on something that lots of people used, benefited from, or attended? If so, how many?
 - Did you save someone time or money? If so, how much?
- For tech jobs, if relevant, you may want to briefly include the technologies you used.
- Be concise – it's hard to distill a whole job down to a few sentences, so try to pick the high points.

Work History: First-Timers

- By definition, you won't have any prior relevant work history when applying for a first job.
- If you're applying for a first job, feel free to discuss things like
 - other jobs you've had in other areas,
 - leadership positions in clubs or organizations,
 - independent projects you've done (if any),
 - etc.
- Ultimately, you're trying to show that you're **smart** and that you **work hard**. Find ways to show this.
- And don't forget – fairly or unfairly, the Stanford brand name by itself carries a lot of weight. The majority of people you're competing with are not in this room right now.

Past Projects

- Some people have independent projects that aren't covered by their work history.
- Don't worry if you don't have any past projects - *that's okay!*
- If you do have projects, list
 - the name of the project,
 - who you worked with,
 - what the project was,
 - what you specifically did, and
 - (if possible) a link to the project.

Past Projects

- Be careful about listing projects from classes.
 - Class projects are more tightly scoped than independent / work projects.
 - Class projects have lots of support and starter code.
 - Recruiters and engineers may wonder why you're listing them if they're for core classes.
- If you do want to list work you did in a class:
 - Only list class projects if the project is the work you're most proud of or, in your view, is exceptional or exemplary.
 - Clearly indicate it was a class project.
 - Clearly indicate why what you did was so awesome that it's worth listing here.

Languages and Skills

- You should list relevant programming languages and technologies that you'd be comfortable working in.
- ***Be careful with what you list.***
 - You may be asked to use the languages you've listed during a job interview.
 - Don't list everything you've ever seen. Just list the languages and technologies you're really comfortable with.
- It's okay to qualify languages with “familiarity with” or “some experience with.”
 - Stanford-specific advice: if you only know Java through CS106A or C++ through CS106B, you only have basic exposure to these languages.
 - Stanford-specific advice: if you only know C through CS107, then you *do* have a good amount of experience in C.

Other Interests

- Do you have other interests that might be relevant to your job? Feel free to list them.
- Helps give better sense of who you are.
- Include interests judiciously; you don't need to list everything you've ever done.
- Nifty advice: briefly describe something in a way that makes people want to learn more. Listing “Gourmet Cooking,” “Competitive Soccer,” or “Traveling” as hobbies might invite questions.

Formatting Advice

- Avoid small fonts. They're hard to read.
- Don't use silly fonts. They're unprofessional. Have clear separations between different topics, perhaps by using headers.
- Don't randomly **emphasize** words unless **there's** a good reason to do so.
- Watch out for typos, grammatical errors, and layout errors; they're distracting.
- Use whitespace strategically.
- Try not to run over one page unless you absolutely must. It's okay to be a bit short

Paired Resume Critiques

Find a *new* partner and trade resumes.

Review each other's resumes for five minutes each. We'll be orbiting around to answer questions!

Yet Another Paired Resume Critique

Find a *totally new* partner and trade resumes. Review each other's resumes for five minutes each. We'll be orbiting around to answer questions!