



VASE 2.0 I

Introductions

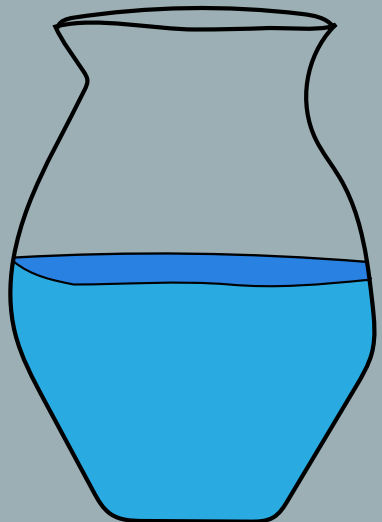
What are CVs and Resumes?

Resume small group discussions

Parts of a CV/ Resume

Think / Pair / Share

Schedule and plan for future



Virtual
Active
Science
Engagement

“RULES”

- Videos on (if possible) mute when not speaking.
 - Unmuting yourself is a nice way to show that you want to speak.
- Be kind to others and yourselves
- Listen to others (I take notes because it helps me listen / reflect)
 - Taking notes in general is a great way to show someone that you are engaged
- Share your own experiences, not the experiences of others
- Ask questions / be engaged
 - There are NO dumb questions.
- Update your name to reflect how you'd like to be seen in this group

INTRODUCTIONS

- Please introduce yourself with:
 - the name you go by
 - pronouns (if you want to share)
 - year in school / what school
 - where you live
 - what sort of science you like
 - something you like that isn't science-related
 - a skill that you have (can be science or not)
 - a skill you want to gain (can be science or not)
 - If you were in VASE 1.0, please share something you learned in the last 8 weeks

QUICK POLL

- How many of you plan to apply for anything in the next 6 months?
 - Job
 - Lab Intern Position
 - Fellowship / Grant
 - Grad School
 - Volunteer position
- Use the "thumbs up"
- If you'd like to share what you plan on applying for, let us know!

RESUMES

- short one-page
- advertisement of your skills, experience, and education as they relate to a specific position
- Resumes are used to get any kind of job or scholarship early in your career
- Use to get Industry jobs at any level
 - After one year in field of interest, lead with experience rather than education
- French for “Summary”
- Usually very specific to the job you’re apply for

CURRICULUM VITAE

- two or more page
- comprehensive outline of your educational, academic background as well as teaching, research, and work experience.
- includes any awards/honors, publications, presentations, affiliations/memberships, other, and references.
- The CV is primarily used when applying for fellowships or grants, research positions, international jobs, or medical jobs.
- Always begins with education
- Latin for “Course of Life”

OTHER HELPFUL TIPS

- Graduate school apps usually say they want a CV, but are really looking for something more like a Resume + relevant publications and descriptions of research projects
- In some countries, the words are used interchangeably.
- Ask for clarification, if possible.
 - Or ask colleagues who have that position to see their application materials



Kassandra Ford
@kassthefish

Hi Science Twitter! I'm starting to look at the next steps after my PhD & that means postdocs!

If anyone's willing to let me take a look at their NSF Postdoc Fellowship application (BOTH funded and rejected), I'd really really appreciate it! Please DM & please share!

9:06 AM · Sep 7, 2020 · Twitter Web App

BREAKOUT ROOM

Breakout:

- 1-6 corresponds to the document you will be looking at
- Breakout room # is at the top of the window
- Examples are in chat #1-6

Find out:

- What do you think they are looking for (job, position, fellowship, etc)
- What are the major sections?
- What are you drawn to?
- What does the document do well?
- How could the document improve?
- Were there any parts that you don't have in your resume?
- Were there parts that you have that they don't have?

Share out:

- I'll bring you back in ~7 minutes.
- One reporter per group.
- Reporter is whoever most recently ate a frozen dessert item

Example 1: freshman/sophomore

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555 La Verne Way, La Verne, CA
lleopard@laverne.edu
(909) 555-5555

OBJECTIVE

To obtain an on-campus position serving my fellow students which utilizes my strong communication skills.

EDUCATION

University of La Verne, La Verne, CA
Bachelor of Arts, Business Administration
GPA: 3.5

Expected Graduation: June 2016

HONORS/AWARDS

Dean's List Fall 2013 – Spring 2014

ON CAMPUS INVOLVEMENT

Enactus, University of La Verne August 2013 – Present
Member

- Implement collective ideas to sponsor campus and community events which promote educational and social change
- Led groups of 9 junior high students in discussion on success skills, business ethics, and personal finances
- Co-designed 17 minute audio-visual presentation accurately and creatively describing project for use in regional and national competition

VOLUNTEER EXPERIENCE

LionLike MindState, Pomona, CA June 2012 – Present
Volunteer

- Plan two yearly outreach events to highlight community members' creativity in spoken word, poetry, music, and art

YMCA, Pomona, CA Summer 2013, 2014
Volunteer Swim Coach

- Instructed classes of up to 15 children on basic swimming skills
- Communicated regularly with parents on children's progress

SKILLS

Computer: Proficient in Windows and Mac OS, Microsoft Word, PowerPoint, and Excel

Language: Fluent in Spanish

Social Media: Facebook, Twitter, Instagram

Example 2: Junior

jjackson@ucdavis.edu
123 Clover Lane, Sacramento, California 95819. (916) 555-4673

OBJECTIVE

A laboratory research internship with BioMarin Pharmaceutical, Inc.

EDUCATION

Bachelor of Science in Biological Sciences, expected June 2019

GPA 3.67/4.00

University of California, Davis

Related Course Work: General Chemistry (Lab), Microbiology (Lab), Organic Chemistry (Lab), Zoology (Lab), Biology (Lab), Physics (Lab)

SKILLS

- Familiar with buffer preparation, microscopy, pH meter, PCR, gel electrophoresis, and aseptic technique.
- Excellent ability to accurately keep laboratory records.
- Experience using Microsoft Word, Excel and Access in PC and Mac platforms.

SPECIAL PROJECT

Iodine Shortage Project, UC Davis, Davis, CA 1/17-present
Worked with a group of seven students raising over \$10,000 to help the current iodine shortage in Indonesia. Raised funds for research, iodine distribution and literature. Researched the effects of iodine deficiency and developed promotional materials including posters and flyers for in-class presentations. Raised funds through classes, friends and on-campus activities, including numerous presentations to sororities and fraternities.

RESEARCH EXPERIENCE

Research Assistant, Genentech, Vacaville, CA 6/17-9/17
During internship in In-Situ Hybridization lab at Genentech, Inc. under Dr. Gretchen Frantz, characterized and organized pathology slide data of failed isotopic ISH probes and performed several tests using these probes to find the cause for their failure. Evaluated bands using gel electrophoresis after analyzing probes using Genentech, Inc.'s and NCBI's Blast programs. Also revised and drafted commonly used laboratory protocol for incoming employees.

OTHER EXPERIENCE

Shift Leader, In-N-Out Burger, Davis, CA 10/15-present
Provided outstanding customer service and handled customer complaints. Acted as cashier; entrusted by supervisor to record and deliver bank deposits. Trained and supervised ten staff members. Provided input for new hire performance reviews and identified areas for additional training. Maintained accurate inventory count of all products. Ensured proper food sanitation procedures were followed by strictly adhering to all food handling safety protocols.

ACTIVITIES

Volunteer, Yolo County SPCA, Davis, CA, 4/16-present
Activities Coordinator, Black Student Association, UC Davis, 9/15-present
Member, Biological Sciences Club, UC Davis, 9/15-present

No need to mention whether a position is paid or voluntary.

Example 3: Sophomore - Junior

885 Russell Blvd. • Davis, CA 95616 • 510-555-3663 • riryan@ucdavis.edu

EDUCATION

Bachelor of Science in **Biological Sciences and Biotechnology**
University of California, Davis
Anticipated Graduation date June 2018

RELEVANT COURSEWORK

Molecular and Cellular Biology (Lab)	Pathology	Organic Chemistry (Lab)
Genes and Gene Expression (Lab)	Microbiology	Chemistry (Lab)
Genetics and Biotechnology (Lab)	Neurobiology	Bioenergetics and Metabolism

LABORATORY SKILLS

SDS-PAGE	PCR/cloning	ELISA
Gas chromatography	UV/VIS Spectrophotometry	Computer data analysis
Microscopy	DNA extraction/quantification	Amino acid analysis

SUMMARY OF QUALIFICATIONS

- Familiar with fundamental lab procedures including pipetting, buffer preparation and SDS-PAGE
- Intelligent, analytical and highly motivated; ability to multitask, attentive to details
- Excellent communication skills; dedicated to professionalism and high-quality work
- PC skills: Word, Excel, PowerPoint, Access
- Fully fluent both orally and written in English and Spanish

EXPERIENCE

Clinical Pathology Intern, Department of Clinical Pathology, UC Davis, 5/17-9/17

- Developed a buffer system for liquid chromatographic isolation of pesticide metabolites in urine
- Accurately performed gas chromatography on purified samples
- Recognized by supervisor for outstanding contributions to successful research project completion

Team Lead, Habit Burgers, Davis, CA, 6/15-9/15, 6/16-9/16

- Placed orders and performed cashiering duties in high-volume fast food establishment
- Suggested new method of packaging orders which reduced customer wait time by approximately 50%
- Promoted to Team Lead after 60 days

DISTINCTIONS

UC Davis Men's Division 1 Water Polo team 9/14-present

- Captain 8/17-present
- Western Water Polo Association Champions 2016
- Academic Student-Athlete Award 2014-2015, 2015-2016

COMMUNITY SERVICE

Member, Society for Prevention of Cruelty to Animals, 9/14-present
Participant, Habitat for Humanity of Oakland, Summer 2012, 2013, 2014

Michelle Jonika

Example 4: Senior

EDUCATION

Texas A&M University, College Station, Texas May 2018
Bachelor of Science Degree in Forensic and Investigative Sciences
Program accredited by Forensic Science Education Programs Accreditation Commission
Minor: Genetics
Major GPA: 4.0, Minor GPA: 4.0, Cumulative GPA: 3.375

HONORS

Distinguished Student Award, College of Agriculture and Life Science, Spring 2016
Texas A&M University
Sigma Alpha Lambda, National Honor Society, Texas A&M University May 2015-current

RESEARCH

January 2016-current

I participate in research focused on the effects of antibiotics in the microbiome of dogs. I have run thousands of samples that contribute to identifying how antibiotics effect dogs and lead to varying diseases within the G.I. tract.

Longitudinal Characterization of the Fecal Metabolome in Dogs with Inflammatory Bowel Disease. **BC Guard**, MM Jonika, JB Honneffer, JA Lidbury, JM Steiner, AE Jergens, and JS Suchodolski. *J Vet Intern Med*, Forum Proceedings 2017 – *Under Peer Review*.

Development and Analytical Validation of an Assay for the Quantification of Canine Fecal Bile Acids. **BC Guard**, MM Jonika, JB Honneffer, JA Lidbury, JM Steiner, and JS Suchodolski. *J Vet Intern Med*, Forum Proceedings 2017 – *Under Peer Review*.

Longitudinal Characterization of Dysbiosis and Unconjugated Bile Acid Profiles in the Feces of Dogs with Inflammatory Bowel Disease. **BC Guard**, JB Honneffer, MM Jonika, JA Lidbury, JM Steiner, AE Jergens, and JS Suchodolski. *Gastroenterology*, Forum Proceedings 2017 – *Under Peer Review*.

WORK EXPERIENCE

Gastrointestinal Laboratory at Texas A&M University January 2016-current
College Station, Texas
Student Researcher

PROFILE

Creative and disciplined undergraduate student seeking graduate admission with the Sociology Department at University of California in Davis, CA to pursue extensive research on the development of substance use among adolescent and young adults.

EDUCATION

Bachelor of Arts in Sociology with an emphasis in Law and Society June 2017
Sanchez, Lois. "Peer Effects of Adolescent Depression." Honors thesis, in progress.
University of California, Davis

RESEARCH EXPERIENCE

Project Manager, Yearbook Study Sept. 2016 – Mar. 2017
Dr. Andrew Light, Associate Professor of Sociology, UC Davis

- Add onto a database by coding yearbook photographs to measure students' looks (to analyze the relationship between attractiveness and bullying/academic achievement)
- Train new research assistants in coding procedures and address any concerns from other research assistants about coding and/or technical issues

Research Assistant, Examining Racial Bias in Police Shootings Jan. 2016 – May 2016
Dr. Carl Li, Assistant Professor of Sociology, UC Davis

- Collaborate with research team to create a database of 11,000+ news articles of police interactions
- Develop list of variables relevant to the project to be recorded in the database
- Record details of each news article in an Excel database
- Train new research assistants and use R to create frequency tables and descriptive statistics

Literature Scholar, Mentorship for Undergraduate Research in Agriculture Summer 2016
Letters and Science (MURALS), UC Davis

- Participated in the 10-week summer MURALS program to begin working on an independent research project ("Suspension, Substance Use, and School Attachment")
- Conducted literature review, developed hypotheses, organized data from *Monitoring the Future*, and began initial analysis using Stata
- Met weekly with faculty advisor to update on project progress and identify next steps
- Presented initial findings and future plans at the end of program MURALS conference
- Completed the first draft of the research paper and laid out future plans for the project

Undergraduate Mentee, Research Training and Mentorship Program Jan. 2016 – June 2016
Humanities and Social Sciences, UC Davis

- Paired with a graduate student mentor to learn about academic research and analytical skills
- Gained a foundation of sociology research by analyzing scholarly articles and identifying their strengths/weaknesses
- Developed a research grant proposal for the Provost Undergraduate Fellowship (awarded July 2015)
- Presented research proposal at the end of program Roundtable Conference
- Attended program workshops on developing research questions, research proposal development, grant writing, and graduate/professional school application process

Research Assistant, Modern Test of Power Control Theory of Gender & Delinquency Summer 2015
Dr. Bobby Guzman, Professor of Sociology, UC Davis

- Created a list of relevant measures to the project from *Monitoring the Future* dataset
- Collected and reviewed articles for literature review and learned basics of Stata to extract variables from dataset

PUBLIC POLICY EXPERIENCE

Public Policy Fellow, UC Davis Center for Poverty Research, Sacramento, CA Sept. 2015 – Dec. 2016

- Researched legislators currently sponsoring or voting on bills regarding poverty
- Collected names of the legislators to disseminate academic research on poverty
- Drafted and edited policy briefs
- Filmed and edited interview videos with research affiliates from various disciplines (Economics, Psychology, Sociology, and Law)
- Offered a position as a hired assistant after a 6-month fellowship to complete video interviews and draft policy briefs

COMMUNITY SERVICE

Outreach and Development Intern, Davis Feminist Film Festival, Davis, CA May 2015

- Curated over 70 film submissions for the festival with over 250 patrons
- Collaborated with fellow interns in the creation of the final film line-up
- Conducted community outreach
- Facilitated in promoting awareness on social issues to the Davis community through the films

CONFERENCE PRESENTATIONS

Sanchez, L. and Xavier, C. (June 2017). *Suspension, Substance Use, and School Attachment*. Presented at the American Sociological Association Annual Meeting, Seattle, WA.
Potter, R. and **Sanchez, L.** (October 2016). *The Effect of Suspension on School Bond and Alcohol Use* Presented at Harvard University's National Collegiate Research Conference, Cambridge, MA.

INVITED TALKS

March 2017 "How to Get Involved in Research as an Undergraduate." Presented at a workshop for the Undergraduate Research Training and Mentorship Program Workshop, Davis, CA.
January 2017 "What Does Research in Sociology Look Like?" Presented on a panel for UC Davis Undergraduate Research Week, Davis, CA.

AWARDS, GRANTS, AND FELLOWSHIPS

2017 American Sociological Association Honors Program
2016 UC Davis Undergraduate Research Travel Grant; awarded to present at ASA 2016 (\$500)
2016 UC Davis Provost Undergraduate Fellowship (\$330)
2015 MURALS Summer Scholars Award (\$3,000)

PUBLICATIONS

Sanchez, Lois. "Suspension, Substance Use, and School Attachment." Under review at *Research in the Sociology of Education*, University of California, Davis.

PROFESSIONAL MEMBERSHIPS

Member, American Sociological Association, UC Davis Sept. 2014 – Present
Member, Alpha Kappa Delta International Sociology Honor Society, UC Davis Sept. 2014 – Oct. 2015

	Education
2019-current	University of California, San Diego, Biological Sciences Graduate Program Advisor: Fred Gage, Ph.D. & Kay Tye, Ph.D. Thesis: Elucidating the role of microglia in schizophrenia disease states.
2015-2019	University of Alabama at Birmingham, UAB Honors College, University Honors Program B.S. Neuroscience, minors in Philosophy, Biology and Chemistry GPA: 3.7 Magna Cum Laude, with high distinguished honors.
	Research Appointments
2015-current	UAB Department of Neurobiology, (30-40hrs/wk), <i>Jeremy Day, Ph.D.</i> <ul style="list-style-type: none">Extra-coding RNA regulation of neuronal DNA methylation and long-term memory formationDissected the function of activity-dependent enhancer RNAs in neuronsStudied gene-specific control of DNA methylation dynamics in brain reward circuits using CRISPR/dCas9-DNMT technologyPursued an independent project to create an inducible CRISPRa and CRISPRi system
2017-2018	CalTech Division of Biology & Biological Engineering, (40hrs/wk), <i>Paul Sternberg, Ph.D.</i> <ul style="list-style-type: none">Through the Amgen Scholars Program, created a genetic editing tool using the CRISPR-dCas9 system by utilizing the Suntag fusion protein in <i>Caenorhabditis elegans</i>Through the WAVE Fellows Program, built a library of effectors for cGAL, a temperature-robust GAL4-UAS system for <i>Caenorhabditis elegans</i>, targeting neuropeptides in the ALA neuron
2014-2015	UAB Department of Psychology, (20-40hrs/wk), <i>Frank Amthor, Ph.D.</i> <ul style="list-style-type: none">Created programs in ImageJ and MATLAB to analyze electrophysiological recordings in order to observe temperature changes of specialized cells in the retinal region
	Publications
Carullo, N.V.N, Phillips III, R.A, Simon, R., Roman Soto, S., Hinds, J., Salisbury, A.J, Revanna, J.S. , Bunner, K.D., Iarov, L., Sultan, F.A., Savell, K.E., Gersbach, C.A, and Day, J.J. (2020). <i>Enhancer RNAs predict enhancer-gene regulatory links and are critical for enhancer function in neuronal systems.</i> Nucleic Acids Research accepted.	
Duke, C.G., Bach, S.V., Revanna, J.S. , Sultan, F.A., Southern, N.T, Davis, M.N., Carullo, N.V.N, Bauman, A.J., Phillips III, R.A, and Day, J.J. (2020). <i>An improved CRISPR/dCas9 interference tool for neuronal gene suppression.</i> Frontiers in Genome Editing : accepted.	
Savell, K.E., Bach, S.V., Zipperly, M.E., Revanna, J.S. , Goska, N.A., Tuscher, J.J., Duke, C.G., Sultan, F., Burke, J.N., Williams, D., and Day, J.J. (2018). <i>A neuron-optimized CRISPR/dCas9 toolbox for robust and specific gene regulation across neuronal subpopulations.</i> eNeuro : 6(1).	
Savell, K.E., Gallus, N.V.N., Simon, R., Brown, J., Revanna, J.S. , Osborn, M.K., Song, E.Y., O Malley, J.J., Stackhouse, C.T., Norvill, A., Gowher, H., Sweatt, J.D., and Day, J.J. (2016). <i>Extra-coding RNAs regulate neuronal DNA methylation dynamics.</i> Nature Communications 7:12091.	

	Presentations
Poster	Revanna, J.S. , Savell, K.E., and Day, J.J. (November, 2018). <i>Robust and specific CRISPR-dCas9 transcriptional regulation in discrete neuronal subpopulations.</i> Presented at the National Collegiate Honors Council Conference in Boston, Massachusetts.
Oral	Revanna, J.S. , Wang, H., Day, J.J., and Sternberg, P.W. (August, 2018). <i>A cGAL effector library of neuropeptides in Caenorhabditis elegans.</i> Presented at the California Institute of Technology.
Poster	Revanna, J.S. , Savell, K.E., and Day, J.J. (April, 2018). <i>A cellular reprogramming approach using the CRISPR-dCas9 system.</i> Presented at the Stanford Research Conference at Stanford University.
Video/Oral	Revanna, J.S. , Savell, K.E., and Day, J.J. (April, 2018). <i>Robust and specific CRISPR-mediated gene expression modulators in neuronal subpopulations.</i> Presented at the University of Alabama at Birmingham Spring EXPO as a finalist for the Video Research Awards.
Poster	Revanna, J.S. , Savell, K.E., and Day, J.J. (April, 2018). <i>Cellular reprogramming of medium spiny neuron subtypes using the CRISPR-dCas9 system.</i> Presented at Southern Regional Honors Conference in Washington, DC.
Oral	Revanna, J.S. , Wang, H., Day, J.J., and Sternberg, P.W. (August, 2017). <i>A CRISPRa approach in Caenorhabditis elegans.</i> Presented at the California Institute of Technology.
Poster	Revanna, J.S. , Savell, K.E., Gallus, N., Song, E., Osborn, M.K., Brown, J.A., O Malley, J.J., Sweatt, J.D., and Day, J.J. (October, 2016). <i>Extra-coding RNAs regulate DNA methylation in neuronal systems.</i> Presented at the National Collegiate Honors Council Conference in Seattle, WA.
Poster	Revanna, J.S. , Savell, K.E., Gallus, N., Song, E., Osborn, M.K., Brown, J.A., O Malley, J.J., Sweatt, J.D., and Day, J.J. (April, 2016). <i>The role of extra-coding RNAs in DNA methylation dynamics in neurons.</i> Presented at the National Conference of Undergraduate Research in Asheville, NC.
Poster	Revanna, J.S. , Savell, K.E., Gallus, N., Song, E., Osborn, M.K., Brown, J.A., O Malley, J.J., Sweatt, J.D., and Day, J.J. (April, 2016). <i>The role of extra-coding RNAs in DNA methylation dynamics in neurons.</i> Presented at the South Regional Honors Conference in Orlando, FL.
	Abstracts
Oral	Savell, K.E., Revanna, J.S. , Goska, N.A., Zipperly, M.E., Tuscher, J.J., Duke, C.G., Sultan, F., and Day, J.J. (November, 2018). <i>A neuron-optimized CRISPR/dCas9 toolbox for robust and specific gene regulation across neuronal subpopulations.</i> Presented at Neuroscience.
Poster	Gallus, N.V.N., Salisbury, A.J, Simon, R., Bunner, K.D, Revanna, J.S. , Savell, K.E., Sultan, F., and Day, J.J. (November, 2018). <i>Enhancer RNAs as regulators of gene expression and neuronal function.</i> Presented at Neuroscience.
Poster	Savell, K.E., Sultan, F., Revanna, J.S. , and Day, J.J. (November, 2017). <i>Identification and manipulation of dopamine-mediated transcriptional and epigenetic dynamics in rat striatal culture.</i> Presented at Molecular and Cellular Cognition Society and Neuroscience.
Poster/Oral	Gallus, N.V.N., Simon, R., Revanna, J.S. , Bunner, K.D, Savell, K.E., Sultan, F., and Day, J.J. (November, 2017). <i>Enhancer RNAs as regulators of gene expression and neuronal function.</i> Presented at Molecular and Cellular Cognition Society, Evelyn F. McKnight Brain Research Foundation Poster Reception, and Neuroscience.
Poster	Gallus, N.V.N, Savell, K.E., Sultan, F., Simon, R., Revanna, J.S. , and Day, J.J. (November, 2016). <i>Extra-coding RNAs regulate dynamic DNA methylation and gene expression.</i> Presented at Molecular and Cellular Cognition Society and Neuroscience.
Poster	Savell, K.E., Gallus, N.V.N., Simon, R., Brown, J., Revanna, J.S. , Osborn, M.K., Song, E.Y., O Malley, J.J., Stackhouse, C.T., Norvill, A., Gowher, H., Sweatt, J.D., and Day, J.J. (October, 2015). <i>Extra-coding RNAs regulate neuronal DNA methylation and memory formation.</i> Presented at Molecular and Cellular Cognition Society.

	Honors & Awards
Feb 2019	Dean's College of Arts and Science Award, UAB. After being nominated as the neuroscience student representative, was chosen as 1 of 3 students to receive this award out of all programs that fall under the College of Arts and Science.
Jan 2019	Semifinalist, Fulbright U.S. Student Program, San Raffaele Scientific Institute, Italy. Qualified past the first round of screening by the Institute of International Education for the 2019-20 Fulbright US Student Program and forwarded to the host country.
Jan 2019	Outstanding Student in Neuroscience Award, UAB. Chosen as 1 of 3 graduating seniors in the Undergraduate Neuroscience Program based on merit and leadership.
Summer '18	WAVE Fellows Program (\$6275), California Institute of Technology. Caltech's WAVE Fellows program aims to foster diversity by increasing the participation of underrepresented students in science and engineering Ph.D.
Summer '18	NSF-OUTPACE Program (\$1500), UAB. A National Science Foundation funded summer program in which students participate in molecular research projects to understand the molecular mechanisms on plant immunity.
Apr 2018	Outstanding Student Poster Award, Stanford Research Conference. Presented <i>A cellular reprogramming approach using the CRISPR-dCas9 system</i> and out of 75 students, 10 received this award.
Apr 2018	3rd Place, Video Research Awards (\$250), UAB Spring EXPO. Created a video abstract which qualified for the final oral presentation round presenting <i>Robust and specific CRISPR-mediated gene expression modulators in neuronal subpopulations.</i>
Feb 2018	Office of Undergraduate Research Student Travel Grant (\$300), UAB.
Nov 2018	Undergraduate Neuroscience Program Travel Award (\$300), UAB.
Summer '17	Amgen Scholars Program (\$6200 + room and board), California Institute of Technology. The Amgen Scholars Program is a national program aimed at increasing research opportunities for students committed to pursuing careers in the sciences.
Oct 2016	1st Place, Natural Sciences Poster, National Collegiate Honors Council Conference. Presented <i>Extra-coding RNAs regulate DNA methylation in neuronal systems</i> in Seattle, WA, among other students from honors programs across the country.
2015-2019	Presidential Recognition Scholarship (full tuition), UAB. An ACT based scholarship for individuals scoring between a 30-36 that provides a full tuition scholarship for 4 years.
	Leadership & Outreach
2020-current	Black Association at Salk Co-Founder and Supporters Chair. This organization consists of members that identify as Black as well as supporters, with the intent of creating a safe space for the Black members at Salk as well as organize events and community outreach.
2020-current	Campus Culture Advisory Committee Graduate Student Representative. Through various means of outreach, the Committee engages the Salk community in determining relevant and impactful practices to break down barriers, improve campus communication, and promote open debate of ideas.
2018-current	Pre-PhD Society President. A student-led organization committed to supporting and engaging students interested in obtaining a PhD in any program.
Spring 2018	Teaching Practicum in Neurobiology Teaching Assistant. Graded papers and helped organize the course for 100 Things About the Brain taught by Dr. Robin Lester.
2017-current	Undergraduate Research Ambassadors Co-Director. A group of undergraduate researchers who act as representatives of undergraduate research in their fields of interest and serve as peer mentors guiding students through the research process and promoting undergraduate research.

2017-current	IMPULSE - The Premier Undergraduate Neuroscience Journal Associate Editor. Part of a council of peer reviewers for the first international, online neuroscience journal for undergraduate publications.
2016-current	EXPO Council Member. Student representatives that help organize and present the UAB Expo, a biannual poster/oral presentation competition that celebrates undergraduate research.
2016-current	University Honors Program Orientation Leader and Peer Mentor. Assists the honors program with summer orientations for incoming students, along with helping during the interview process for prospective students.

	Lab Skills
Cell Culturing: Cell line culture (HEK293 cells, C6 cells, fibroblast cells), immunohistochemistry, nucleofection, transfection, pharmacological manipulation, antisense oligonucleotide treatment	
Molecular Biology: Gel electrophoresis, gel shift assay, REMSA, RNA-FISH, light and fluorescence microscopy, polymerase chain reaction (PCR), protein extraction, immunoblotting	
Genetics: RNA and DNA extraction, RNA and DNA quantification, DNA methylation analysis with MeDIP and bisulfite sequencing, gene expression analysis through cDNA synthesis and RT-qPCR, molecular cloning (ligation, digestion, Gibson assembly, transformation and bacterial culture), CRISPR/dCas9 based epigenetic modification, RNAi, genetic mapping in <i>C. elegans</i>	
Data Analysis: Imaging and programming using ImageJ (intermediate), Matlab (basic), and Fiji (intermediate); data analysis and graphing using Excel (advanced), Prism (advanced); LaTeX (advanced), Python (basic), Java (intermediate)	
Animal Handling: Rodent brain dissection, intraperitoneal rodent injections, worm line maintenance, worm microinjections	

THE BASIC PARTS OF A RESUME

REQUIRED:

- **Contact information**
 - [try to use professional address]
- **Education**
- **Relevant Experience**
 - [Research + Lab Techniques]

OPTIONAL, Pick a few :

- Communication Skills
 - Include bilingual / trilingual!
- Science organization memberships
- Objective
- Relevant Coursework
- Honors and Awards
- Publications
- Presentations / Posters
- Relevant volunteer / community activities / leadership and academic service
- Certifications, licenses
- Professional Affiliations
- References

CV BASIC STRUCTURE

REQUIRED:

- 1) Personal information
 - 1) Name
 - 2) Address *[if you have a campus address, that is better]*
 - 3) Contact information (phone number, email address)
- 2) Education
 - 1) School (Years attended, Example: 2008-2012)
 - 2) Major
 - 3) Anticipated Graduation time (Spring 2012)
 - 4) GPA and/or class ranking [if <3.0, check if your “major GPA” is better & put that instead]

SUGGESTED, but no specific order:

Research interests

- **Previous Research Appointments** (lab intern, summer job)
 - Role (Time elapsed, Example: Summer 2010)
 - Short description (use those action verbs!)
- **Publications (if any)**
- **Presentations (if any)**
- **List of Research Skills** (if not included in short description)
- **Extracurricular Activities**
 - **Role** (Time elapsed, Example: Summer 2010)
 - Short description
 - **Include memberships** in any clubs, fraternities, charities, community service organizations, religious organizations, or sports teams.
- **Awards/Honors**
 - Award or honor and date given
- **Scholarships/Fellowships**
 - Name of award, amount dispersed (optional) and date given
- **List of important classes taken**
 - Only include specific courses that seem unique. I don't need to know you've taken BIO101 or CHEM101. But if you've taken “Biochemical Techniques”, I'd list it!
- **References** (*this is a little outdated. Typically you list your references elsewhere on an application*)
 - *Never put a reference down without asking their permission first!*

ACTION VERBS

Use these words (and more!) when describing what you did in key experiences / leadership positions

See how different this looks:

- Data entry
- Vs
- Organized and recorded samples from field-based research into Excel files
 - Classified patient charts as “completed” or “incomplete”
 - Centralized all laboratory protocols in online database

Administrative and Organizational	Analytical and Research	Communication	Creative	Financial
approved	analyzed	addressed	acted	administered
arranged	characterized	arranged	brainstormed	allocated
catalogued	clarified	authored	composed	analyzed
centralized	collected	collaborated	conceived	appraised
charted	consulted	composed	conceptualized	audited
classified	critiqued	convinced	constructed	balanced
collected	diagnosed	corresponded	created	budgeted
compiled	evaluated	drafted	customized	calculated
composed	examined	edited	designed	charted
delivered	extracted	enlisted	directed	computed
executed	identified	formulated	displayed	developed
finalized	inspected	influenced	envisioned	estimated
generated	interpreted	interpreted	established	forecasted
implemented	interviewed	lectured	founded	managed
inspected	investigated	mediated	illustrated	marketed
issued	isolated	moderated	initiated	planned
minimized	optimized	negotiated	instituted	projected
monitored	organized	persuaded	integrated	reported
operated	reported	promoted	introduced	researched
organized	reviewed	publicized	invented	secured
prepared	studied	recruited	modeled	tailored
processed	summarized	spoke	originated	updated
purchased	surveyed	translated	performed	
recorded	tailored	updated	planned	
retrieved	verified	verified	tailored	
revised		wrote	visualized	
screened				
specified				
updated				

BUILD YOUR OWN CV / RESUME

Relevant classes and/or projects

Include if it demonstrates skill set or knowledge gained through coursework or project implementation, but make sure it is relevant to the position

SPELL IT OUT "Biochemical Methods Lab" not CHEM431

Objective

Only used when describing a very specific position ("Senior analyst #6532 at Sandia National Lab").

Otherwise, keep your objectives in your own personal "brag book" or "job idea" documents

Publications:

Citation Format

Matty, M.A. , Knudsen, D.R., Beerman, R.W., Cronan, M.R., Hernandez, R.E., Tobin, D.M. (2019) Whole Animal Chemical Screening Identifies Modulation of P2RX7 as a Host-Directed Strategy for Control of Mycobacterial Infection eLif 2019;8:e39123

Presentations / Posters

Project title, where presented and when

Duke Innate Immunity Symposium

Invited Speaker: *"A Whole Animal Chemical Screen Identifies P2RX7 Modulation as a Host-Directed Strategy for Control of Mycobacterial Infection"*

Durham, NC
April 2018

Relevant volunteer / leadership / community services

List if noteworthy and/or applicable to the position for which you are applying. Only list if current, put active years

Women in Science program

Volunteer at food shelter

Again, SPELL IT OUT. NO Acronyms

Professional Affiliations

Include current memberships only, add leadership positions within organizations if appropriate.

Phi Beta Kappa

Societies at your school

Scientific Societies

SACNAS, ABRCMS, ASM, GSA, etc

BUILD OUT YOUR RESUME AND CV ... CONSTANTLY

- Collect skills and experiences
 - Google doc “Brag Book”
 - Have all sections in a document
 - add ALL new experiences in the appropriate places
 - Briefly describe what you did in each of those experiences
 - Maybe put a point of contact in case you want to do the experience again or use them as a reference
 - **Work on using those action verbs!**
 - Identify the skills the employer is looking for + start there.
 - Part of your homework

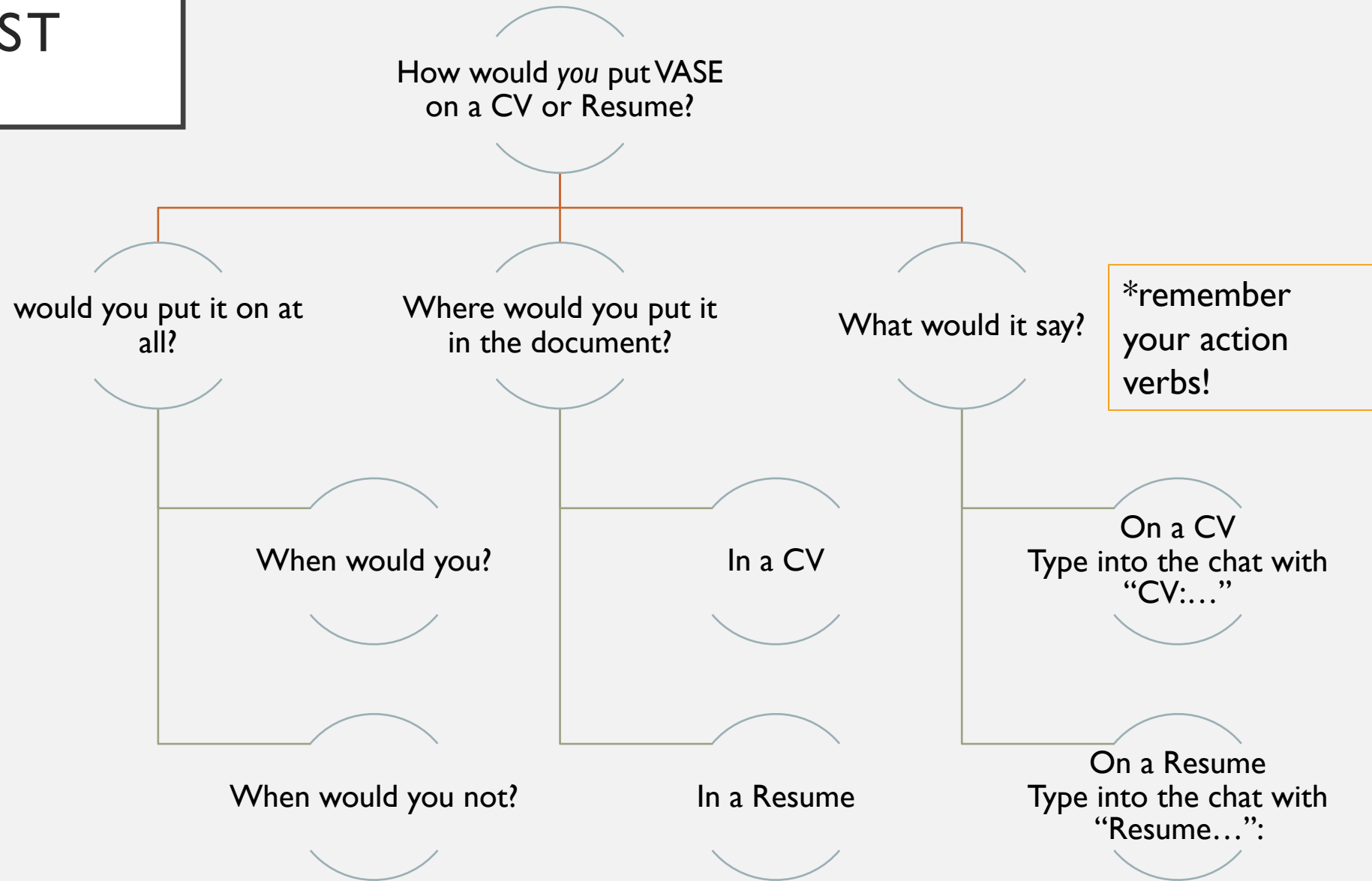
FINISHING TOUCHES

- Organize things in order of importance for the specific position you're applying for
- Check spelling, get a colleague to look over material for clarity
 - Again, NO ACRONYMS that aren't super well-known (obviously SCUBA and NASA and CA, NY, etc are okay). But VASE isn't. CH23I isn't. BILD4 isn't.
 - You want to make sure that your audience will understand what you've done and what you're part of
- LASTLY, focus on style.
 - I know its fun, but it is the least important part (unless you're applying for design-based jobs)
 - Can use Microsoft word/ Google Docs totally fine. They have templates for CVs/Resumes
 - Can also learn LaTeX (pronounced Lah-Tech) or use Overleaf to help you!
 - www.overleaf.com
 - Free for up to so many templates, make an account, play around!
- Picture? I'd say no. I don't think that anyone should ever decide whether to give someone a job based on looks (unless you're applying to be a model).



SUBSTANCE
over
STYLE

A TEST



- about the next type of position you expect to be applying for (TA, lab, intern @ a company). Write a sentence about why you want that position.
- about your big picture goal (professor, pharmaceutical R&D, science communicator, museum educator, psychiatrist, data scientist @ facebook). Write a sentence about why you want that position.
- ~2 minutes

Think:

Pair:

- I will divide you up into breakout rooms with ~1 other person
- ~4 minutes

Share

- what you learned from your partner
- or what you learned about yourself through saying it out loud

“HOMEWORK”

- Think about a job, opportunity, or fellowship you want.
 - Could be in near future (position in a lab, postbacc, or grant)
 - Could be far future (faculty position, biotech startup, medical doctor)
- Find information about it
 - Job listing
 - Someone with that job's LinkedIn page
 - Example grants that were funded
 - In academia, nearly every professor provides their CV on their website
- Use that information to find "holes" in your CV/Resume.
 - What sort of opportunities, experiences, skills will you need to get that job?
 - How can you fill those "holes"?
 - Do you already have these experiences and just haven't included them?
- <https://www.linkedin.com/jobs/search/>
- You can also search by "People" with a keyword
- Search by location
- Position type (entry-level, internship, etc)

FUTURE VASES

- **September 12:** Introductions | CV & resume workshop | Goal sharing | LinkedIn homework
- **September 26:** Visiting Speaker: [Dr. Seyma Katrinli, Postdoctoral Researcher @ Emory University](#), studying psychiatric epigenetics + immunology. | Data Interpretation 01 | Figure-finding homework
- **October 10:** Visiting Speaker: [Niba Nirmal, Plant Geneticist turned Science Communicator](#) | Figure Share-Outs | Introduction to Statistical Software
- **October 24:** Visiting Speakers: Mini Contreras and Jasmin Revanna, Neuroscience graduate students at UC-San Diego | *Biology Tools 01*
- **November 7:** Visiting Speaker: Dr. [Matthew F. Warren](#), postdoctoral researcher at University of Wisconsin-Madison, studying milk microbiome, immunology, and a bit of neurobio! | *Post-Bacc Jobs*
- November 21: *Research Experience Roundtable* | Paper-reading
- December 5: Visiting Speaker: [Arielle Fogle, Graduate Student, Evolutionary Anthropology](#) (primate evolution! Field work!) | *Mini-Journal Club 01*
- December 19: *Mini Journal Club 02*

HELPFUL LINKS:

- <https://icc.ucdavis.edu/materials>
- https://career.ucsd.edu/_files/Resume-tips.pdf
- https://icc.ucdavis.edu/sites/g/files/dgvnsk2236/files/local_resources/handouts/verb-list.pdf
- <https://www.biospace.com/article/the-top-action-verbs-for-life-science-resumes/>
- https://icc.ucdavis.edu/sites/g/files/dgvnsk2236/files/local_resources/handouts/resume-starter-kit.pdf

Note: I am not a professional CV/Resume/Career Counselor. If someone who is a professional tells you to do something different with your CV/Resume, please listen to them!