

Resume References Page

Resume checklist

The EngSoc PD team has put together a checklist of the main requirements for a resume. Check out this link for a refresher on the main requirements of a resume and for some tips:

<https://www.engsoc.queensu.ca/pd/index.php/resumes/>

Changing your Queen's email to your name

Queen's IT provides a step by step guide to how to do this:

<https://www.queensu.ca/its/microsoft-office-365/email-calendar/yourname-email-alias>

Customizing your Linked In Url to have your name in it

A randomly generated Linked-In url can be distracting on your resume so changing it to have your name in it can be much more professional. Use this article to learn how to change it.

<https://www.linkedin.com/help/linkedin/answer/87/customize-your-public-profile-url?lang=en>

For writing Course Descriptions

Course descriptions can be a good way to add relevant experience to a resume. This website is the general Queen's undergraduate website which provides links to each discipline site which has corresponding course descriptions.

<https://engineering.queensu.ca/programs/undergraduate/index.html>

Reference the course learning outcomes from the syllabus as well for a description of some quantifiable learning goals

Resume Examples

This link is from the Queen's Career Services who puts together a document of the best resume examples. This is the "Best Resume" document:

https://careers.queensu.ca/sites/carswww/files/uploaded_files/Resume%20Magazine%20Ed%20%20web.pdf

This site is also part of the career resources which contains other links to resume and cover letter resources.

<https://careers.queensu.ca/students/looking-job/job-search-tools/resumes-cvs-cover-letters>

Resume Review

The professional development team of the Engineering Society offers free resume review. Check out the EngSoc PD website for more information:

<https://www.engsoc.queensu.ca/pd/index.php/about/>

Not Through Queen's Resources

Reddit: @r/resumes

Harvard Resume Guide: <https://ocs.fas.harvard.edu/files/ocs/files/hes-resume-cover-letter-guide.pdf>