

Resume Review Package 1

FIRSTNAME LASTNAME

emailaddress@gmail.com | (000) 000-0000 | linkedin.com/in/yourname

Write out a short 3-5 sentence professional summary which highlights your educational background, your experience, your career goals, and the value you bring to the table. Make it concise, but valuable. If the following sentences don't read your own summary, they should get a good idea of what you are about and why you should get a following offer over other students.

EDUCATION

Degree, School Name, School City, School State

Graduation Month, YEAR

TECHNICAL SKILLS

- Therapeutic Expertise:** list specific therapeutic areas that you may have expertise in separated by commas (good to highlight your expertise, especially if you're applying for fellowships within specific therapeutic areas; if not, it's also a good way to show your breadth of knowledge in therapeutic areas)
- Clinical Development:** list aspects of the clinical development process you have knowledge in, separated by commas to highlight that you know what you're talking about when it comes to the pharma industry, and that you know how to work individually
- Technology & Software:** list out software (MS Office, etc.) and other tools you are both using
- Business Development:** list out any business-specific skills you have, such as fundraising help in the pharma industry
- Soft Skills:** list out all the soft skills you want to mention, separated by commas again a great way to highlight your soft skills and career focus

WORK EXPERIENCE

Company Name, Company City, Company State

Start Month YEAR - End Month YEAR

Department, Role

- 3-5 bullet points highlighting projects and more importantly, the impact of your work in this role
- Make sure to include metrics in your bullet points (i.e., quantifiable data representing the value your work had)
- Don't have too many bullet points
- Make sure to start every bullet with verbs (showing action) and make sure to use the right tense (present or past)

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1-Week Turnaround

Detailed Resume Review

ATS-Friendly Format



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JR Anderson



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