

Resume Tips for REE Majors

Employers are seeking candidates who have the skills, knowledge, and experience that match the job. Help them see that you are a good fit by keeping your resume focused, descriptive, and interesting, and make sure that you **customize it for each opportunity** font (24+pt). Underneath your name, using as few lines as possible, list your current location, telephone number, email, and your LinkedIn URL if you have one. If you are currently employed, you may think you do not want to relocate. Street address

Brian Jones

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Summary

Recent Renewable Energy Engineering graduate of Oregon Tech with experience in a solar design and installation seeking Energy Audit role at [3 (t)-3 (al)-6.6 (16.054(en E)-5.1 TJ20.217 0 Td[(,)-1 (an)2.2 (d)2.3 (y)6.4 (o)-6

GPA: 3.4 | Major GPA: 3.7 | Dean's List – two quarters

SKILLS

Whatever skills you list, have *examples* of how you've used those skills in your Projects or Experience.

SKILLS

eQuest

Certified LabVIEW Associate Developer

AutoCAD Electrical

Microsoft Word

MATLAB

Microsoft Excel

-OR-

SKILLS AND ABILITIES

TECHNICAL SKILLS

- **Lab Reports** (writing and presenting): IEEE format, technical proposals, and informative memos
- **Tools:** Oscilloscopes and digital multimeters
- **Software:** Matlab, LTSpice, Solid Works, Python, Microsoft Office (Excel, Word, PowerPoint)
- **Diagram interpretation:** schematics, mechanical diagrams, block diagrams, parts lists, and technical materials

PROFESSIONAL SKILLS

- **Presentations:** to different stakeholders in varying environments
- **Project Leadership:** dozens of class projects
- **Teamwork:** extensive professional experience in small and large teams

PROJECTS / RESEARCH – very important!

Particularly for those embarking on a new engineering career, projects are a very important way to show your **applied knowledge**. Include all related projects, including those you have done on your own.

Working on a **senior project** or a **thesis** is a huge commitment and a considerable accomplishment. You should have as much about this on your resume as you do about work experiences. You may include it in separate Projects section, or you may put it in your Experience section, since it is so similar to what you might accomplish in a work setting. Other less significant projects would be included in a Projects section. Discuss what you accomplished, and the skills and technology you used to get there.

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EXPERIENCE

Use short, descriptive bullet points that

Justin Florenz

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RENEWABLE ENERGY ENGINEER CANDIDATE

Utility Power Systems | Controls/Automation | Electrical Design/Testing

EDUCATION

Oregon Institute of Technology (Oregon Tech), Wilsonville, OR

Bachelor of Science in Renewable Energy Engineering

June 2019

Master of Science in Renewable Energy Engineering: 4+1 concurrent degree program

June 2019

ABET-accredited degree anchored in Electrical and Power Engineering with additional coursework in Mechanical and Chemical Engineering

Graduate GPA: 4.0; Undergraduate GPA: 3.44; Engineering Honors Society

SKILLS

Controls and Automation –