Overview of Career Opportunities in the Life Sciences Sector

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CEO, Propel Careers
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Job Searching: The Funnel Effect

I want/ can do everything

Actually, maybe there are some Jobs that I am better suited for than others

I know exactly what I want to do

When you are here, you should apply
## A Few Industry Career Paths

<table>
<thead>
<tr>
<th>Bench Research</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Research Team</strong></td>
</tr>
<tr>
<td><strong>Lab Head</strong></td>
</tr>
<tr>
<td><strong>VP / CSO</strong></td>
</tr>
<tr>
<td><strong>Research Team</strong></td>
</tr>
<tr>
<td><strong>Project Manager</strong></td>
</tr>
<tr>
<td><strong>Commercial Development</strong></td>
</tr>
<tr>
<td><strong>Clinical Systems Specialist</strong></td>
</tr>
<tr>
<td><strong>Clinical / Medical Affairs</strong></td>
</tr>
<tr>
<td><strong>Clinical Development</strong></td>
</tr>
<tr>
<td><strong>Analyst Consulting Firm</strong></td>
</tr>
<tr>
<td><strong>Business Development</strong></td>
</tr>
<tr>
<td><strong>Corporate Strategy</strong></td>
</tr>
<tr>
<td><strong>External Innovations Team</strong></td>
</tr>
<tr>
<td><strong>Join Spin-out internal Program</strong></td>
</tr>
<tr>
<td><strong>CEO Start-up</strong></td>
</tr>
</tbody>
</table>

**Making Connections that Fuel Innovation!**

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Many organizations have different career tracks:

- Management track
  - Do research in an org for 3-5 years
  - Then manage people, projects, teams, etc

- Research track
  - Strong bench researchers are invaluable. If you like research, you can have a fulfilling career at the bench
A Few Academic Career Paths

- Postdoc
- Professor
- Postdoc Office Head
- Grant Administration
- Manager, Industry / Academic Collaborations
- Technology Transfer
- Core Facility
- Development
- Research Focus
- Research and Teaching
- Teaching Focus
Non-Academic Career Paths

R&D Roles in Industry
- Scientist Bench Roles
- Research Management
- Regulatory
- Clinical
- Medical Affairs

Commercialization Roles in Industry
- Alliance Management
- Business Development
- Communications
- Finance
- Marketing
- Advocacy / Patient Advocacy
- Product Management
- Project Management
- Market Research
- Market Access
- Medical Science Liaison
- Medical Writing
- Reimbursement
- Pharmacoeconomics
- Operations
- Sales
- Technical Specialist
- Training
### Additional Roles

#### Consulting
- Scientific Evaluation
- Strategic Analysis
- Competitive Landscape
- M&A Analysis
- Financial Valuation
- Partnership Strategy
- Intellectual Property
- Sales Strategy
- Marketing Strategy
- Grant Writing
- Pharmacoeconomics
- Pricing Scenarios
- Reimbursement
- Market Assess
- Health economics
- Operations
- Commercialization
- Emerging Markets
- Supply Chain
- Communications

#### Patent Law
- Technical Specialist
- Patent Analyst (licensed patent agent) (future)

#### Editor

#### Venture Capital / Investment Banking
- Analyst
Non-Profit Organizations – such as...

- Research Roles
- Communications
- Alliance / Project / Program Management Roles
- Grant Administration / Evaluation
- Advocacy Roles
- Licensing / Partnership Roles

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Post-Doc experiences are valuable!!

- Postdoctoral fellowships can open up many doors for your career

- If you plan to be a head of a research group in industry or a non-profit, a **productive** postdoc is necessary
How to Identify the Right Career Path
Fit Matters

VS
### Job Search Checklist

- **Outline what you want in a job**

<table>
<thead>
<tr>
<th>Item</th>
<th>Must Have</th>
<th>Nice to Have</th>
<th>Definitely No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Requirements</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Responsibilities</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Size of company</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salary</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Culture</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Management style</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Etc...</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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Articulate What you Want

- Reflecting on these helps you articulate what you want
  - **Location** – i.e. I am looking for a role that is *non-car* accessible
  - **Requirements** – i.e. I am looking for a *heavy research role*
  - **Responsibilities** – i.e. I am looking for a role where I *manage*
  - **Size of company** – i.e. I am looking to work in a *startup*
  - **Salary** – i.e. I am looking for a salary on the *$80-90K* range
  - **Culture** – i.e. I am looking for a *team based* culture
  - **Management style** – i.e. I am not looking for a *micromanaging environment*
  - **Etc...**
Are you a fit for a Small Organization?
Small Company

- Research
- Training Colleagues
- Grants
- Managing Collaboration
- Interact with Vendors
- Fix machines
- Write SOP’s
- Prepare presentations for Business Group
- Etc...
How about a Large Company?
<table>
<thead>
<tr>
<th>Skills</th>
<th>Skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disease Knowledge</td>
<td>Exposure to Clinical Research</td>
</tr>
<tr>
<td>Specific Technical Skills</td>
<td>Management of the Lab</td>
</tr>
<tr>
<td>Data analysis skills</td>
<td>Managing budgets</td>
</tr>
<tr>
<td>Ability to synthesize information/learn new areas</td>
<td>Training people</td>
</tr>
<tr>
<td>Experience writing Patents</td>
<td>Managing people</td>
</tr>
<tr>
<td>Tech Transfer Experience</td>
<td>Grant Writing</td>
</tr>
<tr>
<td>Technical Writing</td>
<td>Interacting with Collaborators</td>
</tr>
<tr>
<td>Non-Technical Writing</td>
<td>Finding Collaborators</td>
</tr>
<tr>
<td>Public Relations</td>
<td>Starting new Groups / Initiatives</td>
</tr>
</tbody>
</table>
# 20 Different Career Paths

**Principal investigator in a research-intensive institution:**
Independent researcher at a medical school, private research institute, government lab or university with minimal teaching responsibilities

**Research in industry:**
Discovery or preclinical researcher; manager of a research team or facility

**Research staff in a research-intensive institution:**
Staff scientist or researcher in academia or government, lab manager, director of a multi-user research facility in an academic institution

**Combined research and teaching careers:**
Faculty at a liberal arts college or university whose job includes both research and major teaching responsibilities

**Teaching-intensive careers in academia:**
A primarily teaching faculty position in a research university, liberal arts college, community college

**Science education for K-12 schools:**
Classroom teacher; curriculum developer; science specialist

**Science education for non-scientists:**
Education or public outreach specialist such as at a science museum or scientific society

**Clinical practice:**
Clinician such as genetics counselor, therapist, physician

**Public health related careers:**
Public health program analyst or evaluator; epidemiologist; biostatistician; medical informaticist

**Drug/device approval and production:**
Regulatory affairs professional; quality control specialist

**Scientific/medical testing:**
Testing specialist in an environmental, public health, genetics, or forensic science setting (intelligence agencies, federal/state departments of justice); clinical diagnostician

**Science writing:**
Science, medical, or technical writer or journalist; science editor; science publisher

**Research administration:**
Research administrator in private or public research institutions, government or academia, including compliance officers, grants and contracts officers; dean or director of research programs

**Science policy:**
Public affairs/government affairs staff at scientific societies, foundations, government entities, or think tanks

**Intellectual property:**
Patent agent; patent attorney; technology transfer specialist

**Business of science:**
Management consultant; business development professional in a biotech company; venture capitalist; market researcher; investment analyst

**Entrepreneurship:**
Starting your own business

**Sales and marketing of science-related products:**
Medical science liaison; technical sales representative; marketing specialist

**Support of science-related products:**
Technical support specialist; field application specialist; product development scientist or engineer

**Clinical research management:**
Clinical research project/trials manager or coordinator

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## Compare Skills Match to People in the Role

<table>
<thead>
<tr>
<th>Career Path</th>
<th>Skills Match</th>
<th>Interests Match</th>
<th>Values</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Science education for non-scientists:</strong></td>
<td>81%</td>
<td>84%</td>
<td></td>
</tr>
<tr>
<td>Education or public outreach specialist such as at a science museum or scientific society</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Sales and marketing of science-related products:</strong></td>
<td>82%</td>
<td>80%</td>
<td></td>
</tr>
<tr>
<td>Medical science liaison; technical sales representative; marketing specialist</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Science policy:</strong></td>
<td>77%</td>
<td>80%</td>
<td>Consider Your Values!</td>
</tr>
<tr>
<td>Public affairs/government affairs staff at scientific societies, foundations, government entities, or think tanks</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Business of science:</strong></td>
<td>75%</td>
<td>78%</td>
<td></td>
</tr>
<tr>
<td>Management consultant; business development professional in a biotech company; venture capitalist; market researcher; investment analyst</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Research administration:</strong></td>
<td>72%</td>
<td>78%</td>
<td></td>
</tr>
<tr>
<td>Research administrator in private or public research institutions, government or academia, including compliance officers, grants and contracts officers; dean or director of research programs</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Scientific Knowledge

<table>
<thead>
<tr>
<th>Skill</th>
<th>Your Rating</th>
<th>Expert Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Broad based knowledge of science</td>
<td></td>
<td>4.64</td>
</tr>
<tr>
<td>Deep knowledge of my specific research area</td>
<td>2.14</td>
<td>4</td>
</tr>
<tr>
<td>Critical evaluation of scientific literature</td>
<td>2.29</td>
<td>4</td>
</tr>
</tbody>
</table>
How to Identify Organizations
Identifying Organizations – Search...

- Conferences
  - Exhibitors
  - Sponsors
  - Presenters
  - Poster Sessions
  - Conference Career Fairs
Meetings for Scientific Organizations

American Association for Cancer Research

Meetings and Workshops Calendar
AACR Annual Meeting
Travel Grants and Scholar Awards

Upcoming Conferences
- The Science of Cancer Health Disparities
- Molecular Targets and Cancer Therapeutics
- Tumor Immunology and Immunotherapy
- **San Antonio Breast Cancer Symposium**
- MYC: From Biology to Therapy
- Translation of the Cancer Genome

Educational Workshops and Courses
- Methods in Cancer Biostatistics
- Molecular Biology in Clinical Oncology
- AACR/ASCO Methods in Clinical Cancer Research
- Integrative Molecular Epidemiology

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Identifying Organizations – Search...

- Papers (Science, Nature, Cell, etc)
- Patents
- Grants
- International Consulates
LinkedIn Job Search

In Vivo Neurobiology Research Scientist (BS/MS)
Novartis Institutes for Biomedical Research
Greater Boston Area • Nov 7, 2014
Similar

RESEARCH SCIENTIST / 40 HOUR / DAY / BWH - MEDICINE
Brigham and Women's Hospital
Boston-On Campus/Longwood Area • Nov 7, 2014
1,726 people in your network • Similar

Research Scientist, Health Economics Modeling & Simulation (consulting)
Evidera
Greater Boston Area • Nov 12, 2014
5 connections to the poster • Similar

Research Scientist
Thermo Fisher Scientific (Life Technologies)
Boston, MA, US • Nov 7, 2014 • From jobs.thermofisher.com
822 people in your network • Similar

Senior Research Scientist
Northeastern University
Boston, MA, US • Nov 13, 2014 • From appnrkr.com
1,753 people in your network • Similar

Research Scientist - Commercial Insurance
Liberty Mutual
US MA-Hopkinton • Oct 20, 2014
1,503 people in your network • Similar
Organizations may have a career page

Welcome to Women In Bio's Career Center

We are dedicated to helping you find your next career in all professions in the life sciences industry.

Create your professional profile or import your LinkedIn® information to apply for jobs, create personalized Job Alerts, and connect with recruiters.

Get Started Today!

Become a WIB Member

Women In Bio (WIB) was established in 2002 to help women entrepreneurs and executives in the Baltimore-Washington-Northern Virginia area build successful bioscience-related businesses. WIB includes women from all sectors of the bioscience industry, including executives, scientists, academics and professionals. Chapters are opening across North America in all the key biotech hubs, as the organization continues to attract energetic and engaged women to join as members and volunteers.

For Employers

Are you seeking to support women in the life sciences, as well as market your company to life science leaders? See our posting prices and learn how we can help you create a strong employer brand with WIB.

Learn More »

Post Jobs | Get your job in front of hundreds of WIB members.

Analytics | Receive real-time performance metrics on your job posting.
Identifying Smaller Organizations

Incubators/Incubator Spaces

- MassChallenge: http://www.masschallenge.org
- Tech Stars: http://www.techstars.org/
- Dog Patch Labs: http://dogpatchlabs.com/
- North Shore Technology Council – www.nstc.org
- Cambridge Innovation Center: www.cictr.com
- Lab Central: http://labcentral.org/
- HealthBox
Financing Organizations

Venture Capital Organizations Including:

Excel Venture Management

Corporate Venture Funds Including:

Novartis Venture Funds

Covidien Ventures

Sanofi
Identifying Organizations – Industry Reports...

Beyond borders
Global biotechnology report 2012

Build and Beyond:
The (r)evolution of healthcare PPPs

World Preview 2013, Outlook to 2018
The Future of Medtech

Making Connections that Fuel Innovation!
Make a List of Organizations to Apply to

- Use this list...
  - to search LinkedIn
  - to identify posters to view at an upcoming industry meeting
  - to let your close contacts know about which companies you are interested in
  - to search events to see if people from these companies are speaking
  - etc

<table>
<thead>
<tr>
<th>Company Interested in</th>
<th>Companies that are a fit</th>
<th>Companies applied to</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<tr>
<td>Users</td>
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<td>Users</td>
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</tbody>
</table>
How to Identify Relevant Roles
Thoroughly Read Job Qualifications

Look at the qualifications.
Compare with your background.

Qualifications

- The candidate must have a Ph. D. in Molecular Biology, Biochemistry, or a closely related field, preferably with oncology/immunology experience.
- Hands-on experience with molecular biology (including recombinant DNA construction, RNA quantification using RT-PCR, transfection, western blotting techniques, etc) and cell biology (such as maintenance of variety of cell lines).
- Experience with protein purification, enzymatic characterization and inhibition assays desirable.
- Excellent written and oral communication skills.
- He or she should be highly motivated, productive and team oriented with demonstrated ability to work independently and to solve problems as they arise.
### Make a list of skills listed in job descriptions

<table>
<thead>
<tr>
<th>Item</th>
<th>Must Have</th>
<th>Nice to Have</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skill 1</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Skill 2</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Skill 3</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Experience training people</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Experience with Budgeting</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>
Which title is relevant to you?

When reading through job descriptions and talking with people, make a list of relevant job titles

- i.e. Research Roles *(these may all mean the same thing)*
  - Scientist
  - Sr. Scientist
  - Investigator
  - Manager
  - Research Scientist
Use the job titles to search for roles
LinkedIn Search
Utilize Informational Interviewing

How to find the right opportunity:

**Definition:** An informational interview is an interview conducted to collect information about a job, career field, industry or company.

It is **not a job interview**. Rather, it's an interview with an individual working in a career you would like to learn more about.
What to ask about

<table>
<thead>
<tr>
<th>Particular Job</th>
<th>Company</th>
<th>Career Progression</th>
<th>Career Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Responsibilities</td>
<td>Culture</td>
<td>Growth Opportunities</td>
<td>How to get in a role</td>
</tr>
<tr>
<td>Day to Day</td>
<td>Work Environment</td>
<td>Career Path</td>
<td>Networking</td>
</tr>
<tr>
<td>Like</td>
<td>Management Style</td>
<td>Skills to Develop</td>
<td>Experience required</td>
</tr>
<tr>
<td>Dislike</td>
<td>Growth Potential</td>
<td></td>
<td>Skills needed</td>
</tr>
<tr>
<td>Growth potential</td>
<td>Personality Fit</td>
<td></td>
<td>Skills one can learn</td>
</tr>
<tr>
<td>Skills needed</td>
<td>Skills needed</td>
<td></td>
<td>Best way to enter field</td>
</tr>
</tbody>
</table>
Building your Resume
Customize your Skills!

You choose what to highlight among your experiences
# Building Skills for Different Roles

<table>
<thead>
<tr>
<th>Role</th>
<th>Skills Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research and Development</td>
<td>Managing a research collaboration, translational research, drug discovery / development course, intern with startup, write patents, business plans</td>
</tr>
<tr>
<td>Medical Affairs, Clinical Research</td>
<td>Translational disease research, clinical research, biomarkers, experience with IRB’s, regulatory / clinical courses</td>
</tr>
<tr>
<td>Business Development</td>
<td>Tech Transfer Internships, Intern at Startup, Business Development Plans, Business Course(s)</td>
</tr>
<tr>
<td>Marketing Communications</td>
<td>Technical and non-technical writing, Social Media, blog writing, design flyers/marketing materials for groups, use programs i.e. Illustrator</td>
</tr>
<tr>
<td>Product/project / Alliance Management</td>
<td>Organize/Lead collaborations or activities, work with people of different backgrounds, gain “big picture”, manage budgets, Gantt charts,</td>
</tr>
<tr>
<td>Strategy Consulting</td>
<td>Consulting club, case competitions, business courses, leadership roles in organizations, tech transfer internships</td>
</tr>
</tbody>
</table>
### Other Valuable Experiences for Roles

<table>
<thead>
<tr>
<th>Role</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intellectual Property</td>
<td>Write IP, review IP, tech transfer internship</td>
</tr>
<tr>
<td>Grant Writing</td>
<td>Write grants solely, contribute to grants, review grants, administer grants, do annual reporting for grants</td>
</tr>
<tr>
<td>Entrepreneurial Company</td>
<td>Set up a lab (with 1st time PI), intern with a startup, work on an industry collaboration, wear many hats</td>
</tr>
<tr>
<td>Regulatory</td>
<td>Develop processes, develop SOP’s and protocols, train people, QC data, contribute data to a regulatory filing</td>
</tr>
<tr>
<td>Technical Sales</td>
<td>Manage relationship with vendors, manage the purchasing process, install equipment, train people on techniques</td>
</tr>
</tbody>
</table>

*Propel Careers*

*Making Connections that Fuel Innovation!*

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## Additional Valuable Experiences for Roles

<table>
<thead>
<tr>
<th>Role</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Policy</strong></td>
<td>Advocate for Scientists (i.e. head of grad student association), AWIS advocacy committee, improve policies within university</td>
</tr>
<tr>
<td><strong>Technology Transfer</strong></td>
<td>Intern in tech transfer office, review / write IP, develop business plans / courses</td>
</tr>
<tr>
<td><strong>Teaching</strong></td>
<td>Teach at undergrad / graduate school, adjunct teaching, design courses, volunteer with STEM non-profit</td>
</tr>
<tr>
<td><strong>Analytical Roles</strong></td>
<td>Quantitative Skills  i.e. SAS, STATA, R; Data visualization tools, programming, “big data analytics”</td>
</tr>
<tr>
<td><strong>Management Roles</strong></td>
<td>Managing people (interns, grad students, teams), Manage a team/activity for a non-profit, Manage a collaboration, a grant review, or other activity</td>
</tr>
</tbody>
</table>

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Similarities Between CVs and Resumes

- Be succinct
- Include “big-picture” summaries of research experience
- Tell a story
- Tailor to position (layout and keywords)
- Don’t minimize accomplishments
## Differences Between CVs and Resumes

<table>
<thead>
<tr>
<th></th>
<th>CV</th>
<th>Resume</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Address</strong></td>
<td>Work</td>
<td>Home</td>
</tr>
<tr>
<td><strong>Email</strong></td>
<td>Professional address</td>
<td>Personal address</td>
</tr>
<tr>
<td><strong>Education</strong></td>
<td>Education listed first</td>
<td>Education can be listed a few different places</td>
</tr>
<tr>
<td><strong>Research detail</strong></td>
<td>Include a lot of detail on research projects. Correct to assume reader has knowledge in your field</td>
<td>Research detail is tailored for each role / company</td>
</tr>
<tr>
<td><strong>References</strong></td>
<td>Professional references listed</td>
<td>Typically not listed</td>
</tr>
<tr>
<td><strong>Mentees</strong></td>
<td>Mentees names listed</td>
<td>Mentees names not listed</td>
</tr>
<tr>
<td><strong>Grants</strong></td>
<td>List grants with $$ on CV’s</td>
<td>Grants funding agency name listed, typically not dollar amount</td>
</tr>
</tbody>
</table>

**Making Connections that Fuel Innovation!**

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Resumes: Do not include

- Picture
- Personal information:
  - date of birth, family, relationship status
- Be careful with listing hobbies
  - Interesting hobbies are ok
10 Seconds ...

The average time an HR looks at your resume or CV
Example of an Academic CV

**EDUCATION**

| 2008 - 2013 | University of Minnesota, St. Paul, MN  
|             | Ph.D., Natural Resource Science and Management, minor: Conservation Biology  
|             | Dissertation: “Agricultural intensification and global environmental change”, advised by Dr. Jonathan A. Foley  
| 2003 - 2007 | St. Olaf College, Northfield, MN  
|             | B.A., Biology and Environmental Studies (Social Science)  

**FELLOWSHIPS AND GRANTS**

| 2013 - 2015 | Harvard Ziff Environmental Fellowship  
| 2012        | UMN Institute on the Environment mini-grant: Adventure learning for sustainable agriculture  
| 2011        | NSF / Swedish Research Council Nordic Research Opportunity  
| 2010 - 2013 | NSF Graduate Research Fellowship  
| 2008 - 2009 | UMN College of Food, Agricultural, and Natural Resource Sciences Fellowship  

**RESEARCH EXPERIENCE**

| 2013 - present | Environmental Fellow, Center for the Environment, Harvard University  
| 2009 - 2013    | Graduate Research Assistant / Fellow, Institute on the Environment (IonE), University of Minnesota  

Making Connections that Fuel Innovation!
Resume Example

SUMMARY OF QUALIFICATIONS
- Experienced research scientist with a background in vivo modeling and adult neural stem cells
- Proficient in techniques in molecular and cellular biology, microscopy, histology and virology
- Excellent verbal and written skills, strong interpersonal and team work skills.

PROFESSIONAL EXPERIENCE
University of SCHOOL, Boston MA
- Lab focused on molecular neuro-oncology with and emphasis in gliomas and neurofibromas
- Doctoral researcher
  - Research focused on developing mouse models of gliomas. Used gene expression to study glial development and the process of tumorigenesis.
  - Demonstrated that the interaction between specific combinations of genetic alterations and susceptible cell types, rather than the site of origin are important determinates of gliomagenesis.
  - Adapted sorting and dissecting techniques to purify cultures and implant murine neural stem cells.
  - Used molecular biology, cell biology, tissue culture, histology, flow cytometry and imaging techniques extensively.
  - Also used viral production/delivery and mouse models (sonic and germline genetic models) extensively.
  - Participated in preparing and writing of operating grant applications (NIH and DOD)
  - Trained graduate student, post docs and technicians in mouse dissection and surgical procedures.
  - Trained and supervised technicians in the management of the mouse colony.

SCHOOL University, BOSTON MA
- Lab focused on the molecular mechanisms underlying the association of obe
- Undergraduate research thesis
  - Investigated the effect of leptin on cardiac remodeling in human and animal tissue
  - Pharmacologically inhibited the Janus-activated kinase and nitroglycerin
  - Utilized RT-q PCR to study the effects of leptin on matrix metalloproteinase.

EDUCATION
SCHOOL UNIVERSITY, Boston, MA
- PhD in Cancer Biology
- Study of the mTOR Pathway with respect to cancer formation

SCHOOL University, Boston, MA
- BS, Department of Biology, cum laude

SKILLS AND TECHNIQUES
- Molecular biology: recombinant DNA techniques, western blotting, RT-qPCR, viral transduction, liposome mediated transfection, electroporation
- Cellular biology: isolation and culture of neural stem cells, astrocytes, neurons and cardiomyocytes, apoptotic cell cycle and differentiation assays, immunofluorescence, flow cytometry, protein extraction purification
- Microscopy: light microscopy, fluorescence, laser confocal microscopy
- Virology: Amplification and purification of adenovirus and lentivirus for in-vivo and in-vitro work
- Tumor biology: Stereotactic intracranial injection of cells and virus, micro-dissection of mouse brain at embryonic and adult stages, transcardial perfusion.
- Histology: immunocytochemistry, HE staining, cryosection and vibratome sectioning
- Computerskills: Microsoft word, Excel, PowerPoint, Photoshop, Illustrator, Flowjo, Prism
- Language: French, Italian, Spanish

MEMBERSHIP IN PROFESSIONAL SOCIETIES
- Society of neuro-oncology
- American association for cancer research

PRESENTATIONS
- Date
- Date
- Date

PUBLICATIONS
- List publication 1
- List publication 2
- List publication 3
- List publication 4, etc
Resume Formatting
Contact Information

- Your name, with credentials (e.g. Ph.D., MBA)
- Your HOME address, personal phone and email
  - Have a professional email name... i.e. firstname.lastname@gmail.com
- If you are international and have US citizenship or Green Card, list it, otherwise sponsorship is assumed

John Smith, Ph.D.
XX Street, Cambridge Ma, 02139
name@gmail.com; 123-456-7890
Green Card Holder
Resumes - a Few Points to Consider...

- Customize each document for each job application
- Resumes tell a story – what are you trying to communicate
- Make it easy to read
- Pay attention to formatting
  - Bullet points, fonts, size, ease of reading, etc
- Put your **first and last name** in the file name
- For resumes, 2 pages are okay, if enough experience
- Include email address and phone # in your resume
Objective vs. SOQ

Objective can be restrictive in a resume

- **Objective**: to be a bench scientist in a startup

- What if your objective changes?
Summary of Qualifications

- What top 3 things do you want people to know about your qualifications...
  - Scientific/technical skills
  - Business skills/interest
  - Leadership ability, analytical skills, teamwork

- ... and your fit with the company and position
SOQ Example - Science

- Adaptable neuroscientist specializing in the molecular mechanisms underlying chronic neurodegeneration with a particular focus on the role of traumatic brain injury in the disease pathogenesis.
- Disease experience includes Alzheimer’s, ALS, and rare neuromuscular diseases (NM, CFTD, HCM, MPD-1 & GSD-V).
- Highly skilled in both *in vitro* (cellular and molecular biology, protein, histology and imaging) and *in vivo* (surgery, behavioral analysis) research techniques.
- Established track record of successful collaboration experience (4 external and 3 internal), strong ability to multi-task and work effectively within a group setting.
SOQ Example – Non Bench Work

- Current postdoctoral fellow with a research background in plant-bacterium symbiosis using genomic approaches.
- Thorough understanding of market research, IP and commercialization through a tech transfer internship.
- Successful collaboration experience (4 external and 3 internal), detail oriented, and strong communication and presentation skills (>25 conference presentations)
EXPERIENCE
What belongs in this section?

- Employment – salaried
- Post doc, Graduate, Undergraduate research
- Relevant other experience

**PROFESSIONAL EXPERIENCE**

**University of SCHOOL, Boston MA**  
*Lab focused on molecular neuro-oncology with an emphasis in gliomas and neurofibromas*

Doctoral researcher
- Research focused on ...
- Demonstrated that ...
- Used techniques ...
- Participated in preparing and writing of operating grant applications ...
- Trained ...

**SCHOOL University, BOSTON MA**  
*Lab focused on the molecular mechanisms underlying the association of obesity and insulin resistance.*

Undergraduate research thesis
- Investigated ...
- Identified ...
- Used techniques ...

Making Connections that Fuel Innovation!

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Listing Organization Information

EXPERIENCE
University, Boston MA

Sept 2006-2012

One sentence desc of lab
Doctoral researcher, Department of XX

- Provide a one sentence description of the lab, or organization you work(ed) for.
  - X Lab focuses on novel neurobiology research in the area of X therapeutic area
  - X Lab investigates land use and agricultural practices and their effects on ecosystems
  - X Lab develops and integrates genomics resources into barley breeding programs

- When listing position title, include department
  - Graduate Student researcher, Cell Biology Department
  - Postdoctoral Researcher, Department of Agronomy and Plant Genetics
  - Research Fellow, Department of Ecology, Evolution and Behavior
Listing Technical Experience

- List what you were responsible for:
  - Research focused on XX
  - Identified a novel pathway related to XX
  - Responsible for setting up the lab and/or coordinating research of lab mates
  - Utilized the specific techniques of XXX
  - Were you responsible for managing any...
    - People, budgets, collaborations, activities, relationships, etc
  - Did you present at public meetings or conferences on behalf of the lab or company?
  - Did you write grants?
Before:

- Research studies the role of different cell types in VNH with emphasis on key proteins such as VEGF-A, miRNA-21 and IEX-1

What does this mean?
After:

- Research studies chronic kidney disease and the role of key proteins in an oxygen-deprived environment.

Drill your resume down to words that many people can understand.
EXPERIENCE SECTION EXAMPLES
Two+ Positions under one Organization

PROFESSIONAL EXPERIENCE

**University of SCHOOL, City, State**

*The laboratory of Dr. XXX focuses on....*

**Research Associate, XXX Department**

- Research investigates...
- Demonstrated that...
- Techniques include...
- Writing experience, presentations....
- Training, Supervising, Teaching experience....
- Teamwork experience....
- Collaborations with other labs, institutes, industry

*The laboratory of Dr. XXX focuses on....*

**Ph.D. Candidate, XXX Department**

- Research investigates...
- Demonstrated that...
- Techniques include...
- Writing experience, presentations....
- Training, Supervising, Teaching experience....
- Teamwork experience....
- Collaborations with other labs, institutes, industry

**COMPANY NAME, City, State**

- Start - End

Confidential; Not for Distribution. December 6, 2014
Subheadings Can be Useful

- Highlight transferrable skills for certain roles

EXPERIENCE

University at Buffalo, Buffalo, NY 5/2009 - 6/2013

*The Dubocovich lab focuses on the neuropharmacology of the MT1 and MT2 melatonin receptors with the specific goal of discovering novel drugs for the treatment of disorders of sleep, mood and drug abuse.*

Postdoctoral Associate, Department of Pharmacology & Toxicology

**Scientific Experience**

- Discovered obligate role of MT1 and MT2 melatonin receptors in methamphetamine-induced behavioral sensitization and conditioned place preference in mice. Examined mouse behavior by digital video analysis, cell death pathways by Western blot, and *in vivo* catecholamine release by fast-scan cyclic voltammetry.
- Published two first-author journal articles on methamphetamine sensitization.
- Presented results at national and regional conferences via posters and podium talks (four awards).

**Leadership Experience**

- Managed collaborations with three partner laboratories at the University at Buffalo on projects investigating discriminative stimulus properties of methamphetamine, and neurotransmitter levels in brain (fast-scan voltammetry) and circulating blood (high-pressure liquid chromatography).
- Trained and supervised technicians and students on tasks associated with behavioral/molecular data collection, statistical analysis and laboratory maintenance.
- Co-facilitator and mentor for the Collaborative Learning and Integrated Mentoring in the Biosciences program, a professional development workshop series for graduate and undergraduate students in the biomedical sciences (9/09-7/12).
Another Strategy for Subheadings...

- If you have gained several experiences in a position you can make a separate section to highlight the skills

### SCIENTIFIC EXPERIENCE

**University, City, State**

*One sentence desc of lab*...

**Researcher, XX Department**

**Regulatory Experience**

- Contributed to technical summaries for regulatory submissions including XX
- Developed protocols and SOP’s for XX
- Trained team members on XX

**Scientific Experience**

- Responsible for identifying mechanism of action for XX
- Screened small molecules and identified a lead molecule which advanced from efficacy testing into a preclinical IND program
- Responsible for performing in vivo efficacy studies in xenograft models
- Managed scientific discussions collaborators

### WRITING EXPERIENCE

### TEACHING EXPERIENCE
Listing Multiple Projects

Graduate Researcher, Wake Forest University Health Sciences

- Project 1 focused on prolonging cell and tissue survival under hypoxic conditions via metabolic downregulation for tissue engineering applications and other clinical applications
  - Demonstrated (1) metabolic suppression has a favorable effect on cell survival and function under hypoxic stress (2) a protective effect of metabolic rate depression in two murine ischemic models: skin flap and compartment syndrome models
  - Developed a concept of metabolic downregulation to decrease oxygen demand of affected cells and tissues under O2-deficient conditions
  - Identified pharmacologic agents to induce metabolic downregulation
  - Research techniques used include cell biology assays, cell culture, histology, immunohistochemistry, imaging techniques, drug delivery, tetanic contraction functional test and surgical techniques
  - Participated in preparing and writing of grant applications (i.e. AFIRM). Also generated two patents
- Project 2 used stem cell therapy to enhance bone formation using amniotic fluid-derived stem cells
  - Studied in vitro osteogenic differentiation of the stem cells seeded on bladder submucosa matrix/PLGA hybrid scaffolds
  - Used two murine models, femur and calvarial critical defect models, to evaluate the effect on bone formation
  - Used techniques including decellularization, fabrication of natural and synthetic composite scaffolds, scanning electron microscopic, measurement of pore size and porosity, mechanical testing, 2D and 3D osteogenic differentiation, biocompatibility, cell adhesion and proliferation, and RT-qPCR
- Project 3 focused on stem cell therapy and 3D-printing technology for skin wound healing
  - Developed skin substitutes using amniotic fluid-derived stem cells and 3D-printing technology
  - Demonstrated that the skin bioprinter can accurately deliver cells and biomaterials onto defined skin wounds
  - Demonstrated that full-thickness skin defects can be repaired using the clinical skin bioprinter
  - Evaluated skin wound healings by amniotic fluid-derived stem cells in combination with keratinocytes
Highlight Teaching, Writing, Leadership Skills

- Teaching experience
- Grants
- Journal reviewer
- Additional writing
  - university paper, conference, non-profit, etc
- Leadership roles within your institution
- Leadership role in a local or national chapter of an organization or networking group
- Community Service
RESUME EXAMPLES
Research Role – Entrepreneurial Company

University, City State
Research Fellow, Department of Bioengineering
09/2010 - present
- Develop microfluidic device to identify sensitizers of contact dermatitis and point-of-care diagnostics.
- Develop microfluidic gradient device to conduct assays to study protein mediated activation of glucose metabolism pathways in type I diabetes.
- Multiplexing real-time optical measurement of secreted cellular metabolites in MEMS format.
- Diagnostic sensor winner at Healthcare Innovation and Commercialization workshop.
- Hands-on experience with biological techniques including primary cell culture, cell lines, immunoassays, transfection, ELISA, imaging, and lipid analysis.

University of XX
Postdoctoral Fellow, Department of Mechanical Engineering
07/2007 - 09/2010
- Developed sensors and mathematical models to identify biomarkers in exhaled breath for clinical diagnostics.
- Developed organometallic films. Startup formed around idea (XX Company) won 2nd place in University Business Plan competition.

University of XX
Ph.D. Research, Mechanical Engineering Department
- Led team on a DoD funded project to develop microfluidic gas sensors to detect toxic gases and metabolites of disease biomarkers.
Project Management Role

University of California Berkeley (Berkeley, CA)  
2004 - 2011
Lab focuses on ion channel and neurotransmitter receptor biology
Postdoctoral Researcher
Ph.D Student  
2010-2011
2004 - 2010

- Research focuses on optical control of excitatory neurotransmitter receptors.
- Research techniques used include: electrophysiology, optics, molecular biology.
- Managed multiple collaborations:
  - Dirk Trauner – Chemical Biology and Genetics, University of Munich (Synthetic photochromic neurotransmitter receptor ligands).
  - John Flannery – Dept. of Molecular and Cell Biology, University of CA, Berkeley (Viral vectors and retinal degeneration).
  - Herwig Baier – Dept. of Physiology, University of CA, San Francisco (Optogenetics in zebrafish).
  - Xiang Zhang – Dept. of Mechanical Engineering, University of CA, Berkeley (Custom spatiotemporal optics).
- Business courses involving project management, managing innovation, and business plan development.
- Presented extensively at scientific conferences and meetings.
Business Development Role

Business Experience

XX Pharmaceuticals, City, State
Advisor, Business Development

- Provided recommendation on strategic decision to pursue in-house clinical development program v/s out-license prostate cancer asset for optimizing value. Assisted in preparation of business proposal. Successfully secured non-dilutive grants.
- Recommended market positioning for asset in Regenerative Medicine & Transplantation Immunology space

Venture Capital Firm, City State
Consultant

- Conducted due-diligence, identified investment risks & performed valuation analysis on 4 deals in Oncology space
- Participated in diligence of 2 successful transactions valued at $40M

Boutique Consulting Firm, City, State
Consultant

- Advised client of boutique consulting firm. Evaluated cardiovascular market entry strategy for med-tech company in clinical imaging space. Created map of competitive landscape & scenarios for disruption created by client’s technology application

University XX, Office of Technology Licensing
Associate

- Evaluated commercialization potential of 2 life-science technologies: intellectual property landscape, market analysis, start-up capital requirement
- Co-wrote business plan for start-up. Received capital commitments from angels.

Research Experience

University, City, State
PhD, Researcher, Department of Molecular Biology

February – May 2010
January – August 2009
July – December 2008
February – December 2008
2005-2010
SKILLS AND TECHNIQUES
Scientific / Technical Skills

Skills and Techniques

- **Molecular Biology:** Cloning, PCR, quantitative PCR, mutagenic PCR, DNA purification from Gram-positive and Gram-negative bacteria, DNA sequence analysis, plasmid design and construction, microarrays, Illumina-based sequencing

- **Protein:** Protein expression, protein purification via affinity chromatography, protein separation by SDS/PAGE, ELISAs, Western blotting, protein quantification, enzymatic protein digestion

- **Microbiology:** Construction and maintenance of mutant bacterial strains, characterization of mutant phenotypes (ie. growth curves, cell wall protein profile, biofilm assays, antibiotic and stress susceptibility, etc.), quantitative plating, bacterial staining, light and fluorescent microscopy, electronic microscopy, sample preparation, transcriptional profiling

- **Virology:** Manipulation of positive RNA virus (Dengue virus) including tissue culture infection, plaquing assays, and mouse model of infection

- **Immunology and Tissue Culture:** Growth of bacteria in primary macrophages and tissue culture cells; maintenance of tissue culture lines; isolation and differentiation of primary cells; flow cytometry; cytokine analysis by ELISAs and Western blotting; immunofluorescence; transcriptional profiling by qPCR and microarray analysis; Tcell stimulation assays; quantitative and qualitative antibody assessment

- **Animal Infections:** Intravenous, intraperitoneal, and pulmonary infection, nasopharyngeal colonization of mice, full dissections and determination of bacterial load in liver, spleen, intestines, lymph nodes, lungs, nasal lavage; cytokine and antibody assessment from serum and tissue samples

- **Computer:** Microsoft Office, Swiss PDB, GraphPad Prism, Kaleidagraph, Adobe Photoshop and Illustrator, Vector NTI, EndNote, Literature Search (PubMed, MEDLINE, GoogleScholar, Science Direct)
Non-Laboratory Scientific Skills

- Imaging software
- Statistics programs
- Design software
- Programming languages
- Patent databases
- Marketing software
- Etc...
Education Section

- List degree, thesis title, academic distinctions
- List certificates, etc. under “Additional Training”

EDUCATION

Tufts University, Sackler School of Biomedical Sciences, Boston, MA 2013
PhD. in Neuroscience
- **Thesis**: Design, fabrication and development of a novel flexible electromyographie electrode array to study neural control of adaptive locomotion in soft-bodied animals

University of Tennessee, Knoxville, TN 2006
M.S. in Physics
- **Thesis**: Neutron Diffraction Study of Heavy Water Intercalation in Superconducting Deuterated Sodium Cobaltate Na0.35CoO21.4D20

Universita’ La Sapienza, Rome, Italy 2003
B.S. in Physics
- **Thesis**: studied the superconducting properties of Sc-doped magnesium diboride (the title is super long!)

Additional Coursework:
Tufts University, Entrepreneurial Leadership Program, Gordon Institute, 2012
Course Focus: High Technology Entrepreneurship and Business Planning
Additional Sections

- These sections vary from person to person.

**MEMBERSHIP IN PROFESSIONAL SOCIETIES**
- Society for Neuroscience

**PATENTS**

**AWARDS**
- Society for Neuroscience Travel Award (Harvard)
- Teaching assistant of the Year, Microbiology (UMass)

**PRESENTATIONS**
- Oral, Poster, Invited

**PUBLICATIONS**
- In press, submitted, Peer-reviewed, commentaries, book chapters, etc

**Selected Invited Talks and Scientific Abstracts (7 out of 13):**

**Selected Publications (8 out of 11):**
Space

- Too much empty space
- Summary of Qualifications is good

SUMMARY OF QUALIFICATIONS

- Postdoctoral fellow with Molecular biology, Epigenetics, Genetics, Biochemistry, Microbiology and Microscopy experience. GLP and BSL II Facility Experience.
- Research techniques include: Mammalian Cell Culture, Primary cell line isolation/culture from skeletal muscle and adipose tissue, miRNA studies, ChIP-sequencing, RNA-sequencing, Real Time PCR, site directed mutagenesis, and protein expression and purification.
- Strong verbal and written communication skills, leadership and teamwork skills.
- Permanent Resident of United States.

EXPERIENCE

Medical School, Boston MA    Sep 2010-current
Post-doctoral Research Associate, Department of Genetics
Lab focuses on the study of circadian rhythms
- Research focuses on utilization of next generation sequencing techniques ChIP-seq and RNA-seq in understanding the role of transcription factor transciptional networks of circadian clock in Neurospora crassa.
- Utilize ChIP-seq and RNA-seq for reconstruction of metabolic regulatory map in Neurospora.
- Working on understanding the role of histone modifying enzymes in core clock gene regulation in mouse and Neurospora crassa (model filamentous fungus).
- Research techniques include: ChIP-seq, RNA-seq, Western blot, protein-protein interaction, mammalian cell culture, yeast transformation, luciferase reporter assay, RT-PCR, fungal genetics and other molecular biology techniques. Statistical software: MATLAB and Excel.
- Guided rotation graduate students, junior postdoc and lab assistants.
Details

- Formatting is off
- Attention to detail lacking

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- Postdoctoral fellow with Molecular biology, Epigenetics, Genetics, Biochemistry, Microbiology and Microscopy experience. GLP and BSL II Facility Experience.
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Full Use of Pages

Page 1

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- Utilize ChIP-seq and RNA-seq for reconstruction of metabolic regulatory map in *Neurospora*.
- Working on understanding the role of histone modifying enzymes in core clock gene regulation in mouse and *Neurospora crassa* (model filamentous fungus).

- If using 2 pages, use the full second page

Page 2

- Research techniques include: ChIP-seq, RNA-seq, Western blot, protein-protein interaction, mammalian cell culture, yeast transformation, luciferase reporter assay, RT-PCR, fungal genetics and other molecular biology techniques. Statistical software: MATLAB and Excel.
- Guided rotation graduate students, junior postdoc and lab assistants.
- Working on collaboration program project involving Broad Institute (MIT), Texas A&M, Oregon State University and Yale University. Lead Postdoc on the project.
Use Bullet Points

- This is hard to read. Use bullets
- Formatting matters!

Post-doctoral Research Associate, Department of Genetics
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Research focuses on utilization of next generation sequencing techniques ChIP-seq and RNA-seq in understanding the role of transcription factor transcriptional networks of circadian clock in Neurospora crassa.
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Guided rotation graduate students, junior postdoc and lab assistants.
Working on collaboration program project involving Broad Institute (MIT), Texas A&M, Oregon State University and Yale University. Lead Postdoc on the project.
Invited presenter at international conferences; Genetics Society Meeting (2011) and Neurospora Meeting (2012).
What happens to your job application

HR Person

Hiring Manager

Interviewers

Maybe

Making Connections that Fuel Innovation!
Tips to Accelerate your Search

- Set goals: i.e.
  - Learn about 5 organizations a week
  - Attend an industry relevant networking event once a quarter
  - Informational interview with 4 people a month

- Sign up for an industry relevant newsletter(s)

- Develop / refine your Resume

- Develop / refine your LinkedIn Profile
Job Search Timeframes

- **2 years out:** Self-awareness, Informational interviewing, and networking
- **1-2 years out:** Informational interviewing and networking
- **3-6 months:** Actively apply for roles
- **Be aware of certain application deadlines**
  - Large Consulting / Investment Banks: apply Fall 2014; start ~ June 2015
  - Boutique consulting firms / investment banks: Some fall application process, other rolling hiring
- **Time to decide upon an offer:** as short as 48 hours
- **Offer to start date:** 2-4 weeks
Contact Details: Connect with Propel

Full time jobs and Internships

Coaching: Resume, LinkedIn, Job Search, etc

Newsletter

Networking Events

Lauren Celano
Founder and CEO
Propel Careers
cell: 215-370-2285
e-mail: Lauren@propelcareers.com

Twitter: @Propel_Careers
Facebook: Propel Careers
LinkedIn: Propel Careers
Web: www.propelcareers.com