How to Include your REU Experience in Your Résumé or CV

1. Résumé or CV?

Application instructions for a particular position often will state whether a **CV** or **résumé** is requested. A résumé is a concise introduction of your experiences and skills as they relate to a particular work position. In contrast, a CV gives a detailed overview of your accomplishments, especially those related to the realm of academia and research (read more about the differences). For graduate school or scholarship applications, create a CV and include your presentations, abstracts, and publications.

2. Organize by Work Experience or Skill Type

Highlight elements of your REU experience in your résumé or CV according to the style of your résumé or CV. Two styles are presented here.

A. Organized by work experience
Itemize your skills and accomplishments from the REU under the specific work experience. *Use active verbs in a consistent verb tense for bullet-points.* Here is an example:

<u>Research Internships</u>
June 2014 - SOARS Academy Internship at UCAR Colorado, Boulder
- Conducted study on "Analysis of Radar-Derived Cloud Reflectivity from a Low Pressure System in June 2014 over Boulder, Colorado."
- Measured storm cloud reflectivity using radar with the Center for Severe Weather Research
- Analyzed radar data using SOLOII, C++, & conducted statistical analyses on data
- Gave a team oral presentation to a scientific audience at UCAR, Boulder, CO
- Prepared and presented a poster at the AMS student conference in Phoenix, 2015
- Communicated professionally with colleagues to complete research and scientific poster

B. Organized by skill categories
List your skills and accomplishments from the REU under difference categories, for instance:

<u>Research Experiences</u>
June 2014 - SOARS Academy Internship at UCAR Colorado, Boulder
- Measured storm cloud reflectivity using Doppler radar with student team, analyzed and plotted data, and presented results at AMS conference in 2015

<u>Computer Skills</u>
- Used SOLOII software on a Mac platform to display and analyze radar data
- Programmed in C++ to manage data and libraries
- Conducted statistical analyses using Excel

Technical Skills
- Collected data using the Doppler-on-Wheels 7 RADAR
- Launched a weather balloon and radiosonde at NCAR, Boulder, CO
- *(List other technical skills obtained in your coursework or jobs)*

Communication Skills
- Gave a team oral presentation to a scientific audience at UCAR, Boulder, CO
- Prepared and presented a poster at the AMS student conference in Phoenix, 2015

Leadership Skills
- Worked effectively with team to analyze and present data under extreme time constraints
- Communicated professionally to complete research and prepare scientific poster
- Presented on internship and research experience at home institution

*Consider fleshing out these sections above with skills gained in your courses, jobs, and extra-curricular activities.

Presentations
Layne, J., J.W. Evonosky, and R.V. Martes. 2014. Analysis of Radar-Derived Cloud Reflectivity from a Low Pressure System in June over Boulder, Colorado. **SOARS Academy Symposium**, **June 17, UCAR, Boulder, CO.**

Conference Proceedings
Evonosky, J.W., J. Layne, and R.V. Martes. 2014. Analysis of Radar-Derived Cloud Reflectivity from a Low Pressure System in June over Boulder, Colorado. **14th Annual Student Conference, Phoenix, AZ, American Meteorological Society,** [Available online at https://ams.confex.com/ams/95Annual/webprogram/Paper270884.html]