

As you complete the Career Preparation Modules and related readings, activities, and assignments you have created a Job Search Strategy that is unique to you. Use the following template to document your job search plan at this point in time. As you begin to implement your plan your goals, motivations, job interests, etc. may change. Therefore continue to use this template as way to keep yourself accountable and focused to find a job, employer and career that best fits your needs and is unique to you.

Your Name: Siyue Sun

Date: 1/31/2024

List your career goals. - Module 2 - Using the SMART goal method develop your list of 3-4 Career goals.

Insert your 3-4 SMART career goals here.

Goal 1:

Specific: Master key software development skills relevant to an SDE role.

Measurable: Complete courses in advanced algorithms, system design, and object-oriented programming, and work on at least two substantial software development projects.

Achievable: Dedicate 10 hours per week to study and project development.

Relevant: These skills are essential for a successful transition to an SDE role.

Time-bound: Achieve this goal by the end of the current academic year.

Goal 2:

Specific: Obtain an internship as a software developer.

Measurable: Apply to at least 15 relevant internships and secure a position.

Achievable: Utilize university career resources and networking events for internship opportunities.

Relevant: An internship will provide practical experience and industry exposure, enhancing my transition to an SDE role.

Time-bound: Obtain an internship by the upcoming summer break.

Goal 3:

Specific: Build a strong portfolio showcasing software development projects.

Measurable: Develop and document at least three distinct software projects, possibly including contributions to open-source projects.

Achievable: Allocate regular time each week to work on personal and open-source projects.

Relevant: A robust portfolio is crucial to demonstrate my software development skills to potential employers.

Time-bound: Complete the portfolio before graduating from the Master's program.

Goal 4:

Specific: Gain proficiency in modern software development tools and practices.

Measurable: Become proficient in tools like Git, Docker, and continuous integration/continuous deployment (CI/CD) pipelines and adopt Agile methodologies in project work.

Achievable: Attend workshops, online courses, and practice these tools in class and personal projects.

Relevant: Familiarity with these tools and practices is important for a modern SDE role.

Time-bound: Achieve proficiency within the next year.

List your experience, skills and strengths. Reflect back on the readings and activities you completed in Module 4 – Build Your Brand. Create a list of your top 5 skills and your top 5 strengths. Include a brief example for at least 3 of your top skills, i.e., how you demonstrated the skill, and a brief example for at least 3 of your top 3 strengths, i.e., how you demonstrated the strength.

Insert your top 3 skills with your examples and your top 3 strengths with examples here.

Top 3 Skills with Examples:

1. Programming (Skill)

- Example: Developed a comprehensive inventory management system using Python and Flask for a local non-profit, integrating database functionalities and user-friendly interfaces. This project improved the organization's operational efficiency by 30%.

2. Data Analysis (Skill)

- Example: Analyzed a dataset of customer feedback for a mid-sized e-commerce platform using SQL and PowerBI, uncovering key insights that led to a 20% increase in customer satisfaction after implementing suggested improvements.

3. Project Management (Skill)

- Example: Led a team of 4 classmates in a semester-long project to build a mobile application that helps users track their environmental impact. Coordinated tasks, maintained the project timeline, and ensured communication among team members, resulting in the project being delivered on time and receiving high praise from our instructors.

Top 3 Strengths with Examples:

1. Problem-solving (Strength)

- Example: When faced with a critical bug in the inventory management system project, I systematically isolated the issue and revised the data validation logic, resolving the bug in less than 48 hours and preventing potential data loss.

2. Adaptability (Strength)

- Example: Adapted to remote collaboration tools and methodologies quickly during the transition to online classes due to the pandemic, maintaining productivity and even enhancing collaboration with peers on group projects.

3. Continuous Learning (Strength)

- Example: Independently learned React Native to contribute effectively to the mobile application project, enabling the team to incorporate advanced features that significantly enhanced user experience.

Create your list of companies you'd like to work for from the list you created in Module 3 – Researching the Job Market. Modify the list to include 6-8 companies that interest you the most. This is an opportunity to not only list the companies but also include comments why you would like to work there.

Insert your list of the top 6-8 companies and why you would like to work for them here.

1. Amazon

Why: A leader in e-commerce and cloud computing (AWS), Amazon is at the forefront of technology innovation. The chance to work on scalable systems and cutting-edge technologies, as

well as the company's customer-first approach, aligns with my career goals.

2. Spotify

Why: As a company at the intersection of technology and music, Spotify offers a chance to work on innovative projects that shape the future of music streaming. The company's data-driven approach to personalized user experiences and its vibrant company culture are highly appealing.

3. HashiCorp

Why: HashiCorp is known for its cutting-edge tools in infrastructure automation, security, and application deployment. Working at HashiCorp means being at the forefront of DevOps practices and contributing to tools like Terraform and Vault, which are revolutionizing how companies manage their cloud infrastructures.

4. DigitalOcean

Why: Focused on providing cloud services for developers, startups, and SMBs, DigitalOcean offers a more accessible and user-friendly approach to cloud infrastructure. Working at DigitalOcean would involve supporting the growth of small businesses and developers through simplified cloud computing services.

5. Slack

Why: Slack is transforming business communication, making teamwork more efficient and integrated. Working at Slack would allow me to contribute to shaping the future of workplace collaboration, leveraging my skills in a dynamic and fast-paced environment.

6. Tesla

Why: Tesla is pushing the boundaries of electric vehicles and renewable energy solutions. The opportunity to contribute to software that powers sustainable technologies is highly motivating, reflecting my interest in making a positive impact on the environment through technology.

Create a “to-do” list prior to starting your job search. An effective “to do” list is not just a list of things that you plan to do. Instead, it is a list of things you plan to do that includes prioritization and due dates.

Some examples of action items include researching your top 5 companies of interest to learn more about what they do and their company culture. Or a list of the top 5 job descriptions you plan to research. Or creating a list of your professional references and contacting these references to request permission to use their name and contact information should an employer request your list. Create a “to do” list of the top 5 items that you plan to accomplish as you start your job search. Set realistic deadlines when each item should be finished so that you are accountable and more likely to complete all tasks. After writing down your “to-do list” items, add the items into a calendar or schedule.

Insert your “to-do” list below. Include realistic dates when you plan to complete each task. Note that this is your “to-do” list at this point in time. As you complete the tasks you will continue to add more to your list.

Research Top 5 Companies of Interest

Task: Deep dive into the company profiles, what they do, their culture, and current job openings. Use their official websites, LinkedIn, and Glassdoor for comprehensive information.

Deadline: February 10th

Update Resume and LinkedIn Profile

Task: Tailor your resume to highlight skills and experiences relevant to the job roles you're interested in. Ensure your LinkedIn profile is up-to-date, including a professional photo, summary, and work experiences.

Deadline: February 15th

Prepare a Customizable Cover Letter Template

Task: Create a cover letter template that can be easily customized for each job application. Highlight your strengths, experiences, and how they align with the potential role and company.

Deadline: February 20th

Compile a List of Professional References

Task: Identify 3-5 professional references, including past supervisors, colleagues, or academic mentors. Contact each to request permission to use their names and confirm their contact information.

Deadline: February 25th

Research Top 5 Job Descriptions

Task: Find and analyze job descriptions for roles you're interested in. Note key skills, qualifications, and responsibilities to better understand what employers are looking for and to tailor your applications accordingly.

Deadline: March 1st

What is your professional brand? Refer to Module 4 – Build Your Brand – the module in which you created your Professional Introduction (Elevator Pitch).

Include your written Professional Introduction (Elevator Pitch) here.

I am a driven and innovative computer science professional with a strong foundation in data analysis, now expanding my expertise into software development. My academic journey in a Master's program has equipped me with advanced knowledge in algorithms, system design, and programming, complemented by practical experience in Python, R, and Java. Passionate about solving complex problems through technology, I am dedicated to developing efficient, scalable software solutions that make a tangible difference in people's lives. With a unique blend of analytical and technical skills, I am ready to contribute to a dynamic team, driving projects from conception to completion with a focus on quality and user experience.

Elevator Pitch

Hi, I am Siyue Sun and I am currently in a Master's program in Computer Science Align at Northeastern University. Prior to enrolling in this program, I worked as a data analyst in a consulting company in China. As a Data Analyst, I found myself frequently intrigued by the systems and architecture underlying the data I worked with. My fascination with programming and software development has always been strong, and it's this combination of interests that has led me to transition into the technical role. So now I am seeking a software development engineer intern where I will be able to apply my knowledge of handling and analyzing data with technical skills to address problems at a more fundamental level.

Participate in networking opportunities - Module 5 – Building Your Network. Review the sites for On campus and Off campus Networking events. (Websites included in the module) Check out different Networking events and identify the ones you are interested to attend. Register for the event! Insert a list of 3-4 Networking events you plan to attend here.

1. Career Conversation with City of Seattle & Seattle Public Utilities
2. Leveraging LinkedIn
3. Tech Conferences and Workshops