

# RESUMES

## Incorporating Research Project Experiences

Employers and graduate programs are very interested in learning about class projects and undergraduate research that you take part in here at the University of Wisconsin - Madison. On your resume, discuss the project, your involvement and outcomes to impress your audience about your research experience.

Below are examples of how you can incorporate your Research Project Experiences.

**Heading Examples:** For students or graduates who have spent a great deal of their academic career working on research for a professor, multiple professors, and/or an industry internship a separate section dedicated to your research experience would be beneficial.

Research Experience

Research Publications

Research Presentations

**How to Describe your Research:** Provide the employer details about your role in the research project. Describe the research itself and results from the research. Specify the nature of the research, for example if you collected data or conducted experiments. Remember to share if the research was published or other accomplishments. Begin your description with strong verbs such as these below:

Designed • Developed • Identified • Implemented • Predicted • Created  
Extracted • Analyzed • Calculated • Formulated • Gathered • Solved

## Examples of Formatting Research Project Experiences:

### **Laboratory Assistant**

Department of Chemistry

January 20xx – May 20xx

UW-Madison

- Developed an alternative synthesis for an API drug candidate using a green chemistry approach using an aerobic oxidation method with NHPI
- Presented findings in a poster session symposium to students and faculty

### **Undergraduate Research Assistant, Department of Biology**

University of Wisconsin-Madison, Sept. 20XX-Dec. 20XX

- Maintained mutant worm populations, grew plasmid-containing E. coli to feed worms, screened worms for phenotypes using microscopy and fluorescence microscopy, updated RNAi database on findings
- Wrote grant applications and twice awarded funding for research through the Undergraduate Research Opportunities Program (UROP)

### **Lab Technician, Biochemistry Department**

UW-Madison, November 20xx – Present

- Formulated quantitative assay to measure activity of enzyme Pectin-Methylesterase of *Pseudomonas solanacearum* using an indicator that reacted with the product of the substrate
- Cloned a GFP (Green Fluorescent Protein) expression vector into *Pseudomonas solanacearum*
- Continually commended for quality and efficiency of work

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## Results-Oriented Bullets

In your resume, you probably highlighted skills that you developed through jobs, student organizations, and other experiences. While that makes sense for some bullet points, we need to dig deeper to showcase the *results, purpose* and *impact* of your actions.

The structure for your bullets should follow this formula:

### **Action Verb + What You Did + How You Did It + Results/Purpose/Impact**

*Action Verbs: They help describe the skills you've used to potential employers' examples are analyzed, communicated, brainstormed, adjusted, and built. Refer to SuccessWorks Power Verb Worksheet for additional action verbs.*

*(Pro-tip: the order of these elements may vary depending on your sentence structure)*

- Ask yourself, "So what...why did this matter...what did my action(s) contribute towards?" Incorporating the answers into your bullet points makes your resume stronger and more attractive to recruiters and employers.
- Make sure to quantify wherever you can—numbers help give a more detailed description of the scope of your work/experience.

## Action Verb

Communicates: Skill, Knowledge, or accomplishment.



## What you did, how you did it, and the result or purpose!

Context, detail, and quantifiable information make stronger bullet points.

**The goal is to transform your resume bullets from good to great!**

### Examples

<i>Good Resume</i>	<i>GREAT Resume</i>
Served as a mentor to assist undergraduate students in furthering their understanding of introductory general and organic chemistry	Led weekly general and organic chemistry mentoring sessions for 50 undergraduate students specializing in molecular structures, thermodynamics, and oxidation-reduction reactions leading to improved comprehension and exam scores
Collaborated with other members to maintain and organize chemical and equipment stocks	Collaborated with 3 group members to inspect and inventory chemical and equipment stocks for a department of 30 researchers, anticipating and allocating resources for future project
Managed written and electronic records of patient	Managed and recorded written and electronic records for 30 patients undergoing drug trials, transcribing data into Stata to evaluate results and define trends for the assessment of drug efficacy