



# SDSU Student Accounting Society

## [RSM - Resume Workshop]

November 19, 2020

**Presenters:** Andrea Jew (RSM Recruiter), Kendall Kuhn (Audit), Erica Lund (Audit), Travis Kester (Tax Partner), Maria S. (Technical Consultant), Tina Jiang (Tax Supervisor),

### **Presentation:**

- RSM Plug : [Brochure](#) , [Available Positions](#)
- Expectations for Resumes (Audit, Tax, Consulting)
  - Individual expectations for each recruiter
  - Important Pieces - Header : name (big and bold), city and state (not necessarily full address) maybe include 2 cities to show interest in working in a different location, phone number, e-mail (hyperlink suggested)
  - Body - Education
    - Degree and anticipated graduation (Month and year on right hand side),
    - School name
    - **Cumulative GPA and Major GPA**
    - Anticipated degrees (Master's)
    - CPA Eligibility (150 units) - Right hand side, bottom line of education
      - Month and Year
      - Unnecessary for Consulting
      - Able to combine with Anticipated Graduation
  - Body - Relevant Coursework
    - 1 -2 lines
    - May be unnecessary with enough work experience
  - Body - Skill & Interests
    - Keep spacing in mind
    - Brief, can be a single line

Relevant and Impressive experience at the top - play with the formatting, placement of sections (Relevant coursework / Skills & interests)

- Body - Relevant Work Experience
  - Chronological order (most recent at the top)
  - Recruiters are interested in how you spend your time
    - Include date started and date ended/"present" - right hand side
    - Able to indicate amount of work on a weekly basis - right hand side

- Italicized title name, Bolded company name (left hand side, on two different lines)
- Avoid acronyms in details on your work

Recommended to gain insight on resume from peers who are not in accounting

- No set amount of bullet points for each position; tailor it to the application

- Body - Leadership Experience
  - Extracurricular involvement on campus, community, church, etc.
  - Community Service
- Body - Membership
  - Licenses, awards, etc.

**Questions:**

- Transfer schools
  - Include community college, GPA in education
  - If not GPA in SDSU - indicate that it is your first semester
- GPA
  - Recommended to put both Major GPA and Cumulative GPA
- Addition from Travis : experiences to build resume do not have to be necessarily accounting- specific because resumes are used to present a full picture of you as a person