

# How to build your resume with Forage!

Referencing Guide



Recruiters are looking for motivated candidates who understand the job - that's you!

After completing a program...

1 Build your resume

2 Stand out on LinkedIn

3 Win in interviews

# Add to resume under 'Certifications'

## Sara Roberts - Resume

### CONTACT DETAILS

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### EDUCATION

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### WORK EXPERIENCE

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### CERTIFICATIONS

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**JPMorgan Software Engineering Virtual Experience Program on Forage - August 2022**

Used Perspective data visualization software and Python to monitor stock price trends and create trading strategies.

### Use this template:

**[Insert Company Name] Virtual Experience Program on Forage - [Month and Year of Completion]**  
**[Insert detail on what you did and the skills you learned]**

### Example:

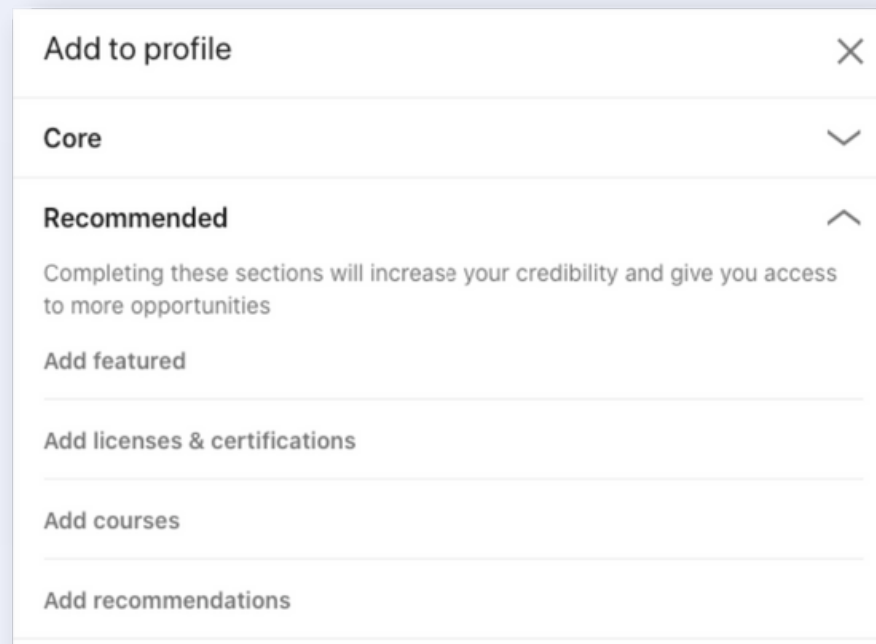
**BCG Strategy Consulting Virtual Experience Program on Forage - July 2022**

Conducted market research, consumer needs analysis and data analysis to create a client recommendation.

Do not include the program under 'Work Experience' or 'Employment history'

# Add to LinkedIn as a Certification

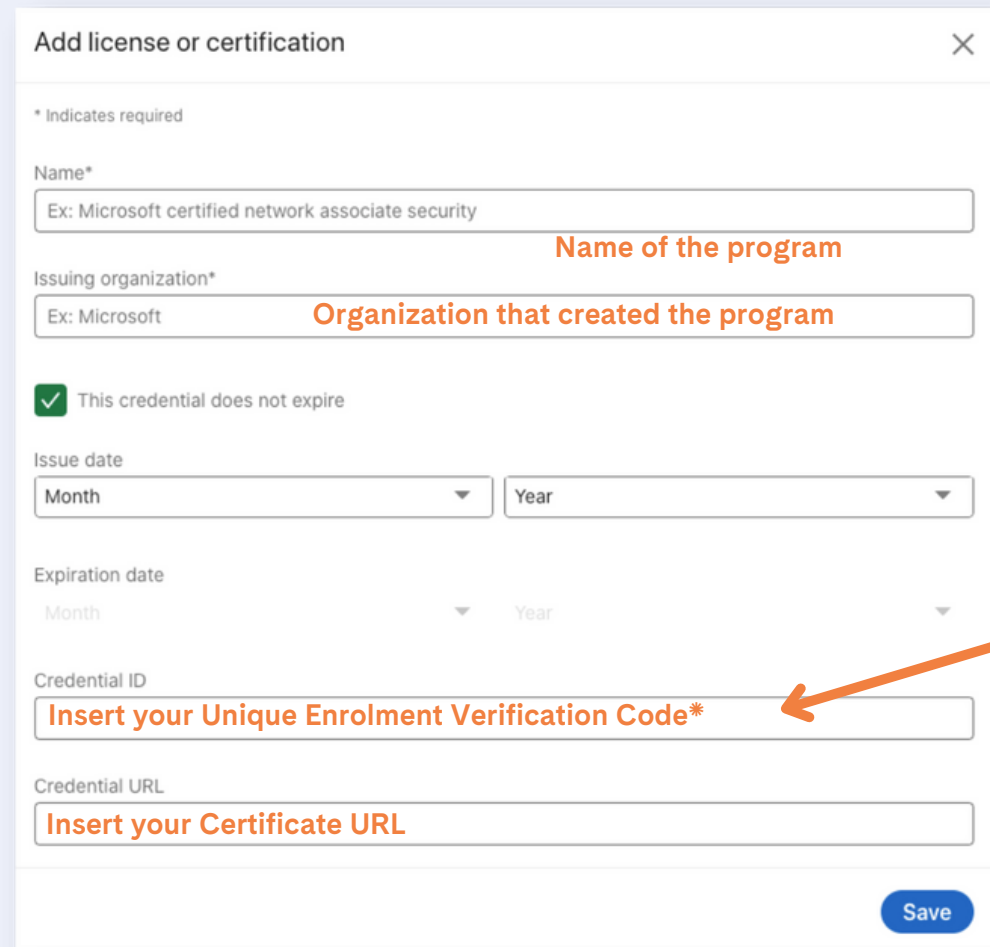
Select 'Add licenses & certifications'



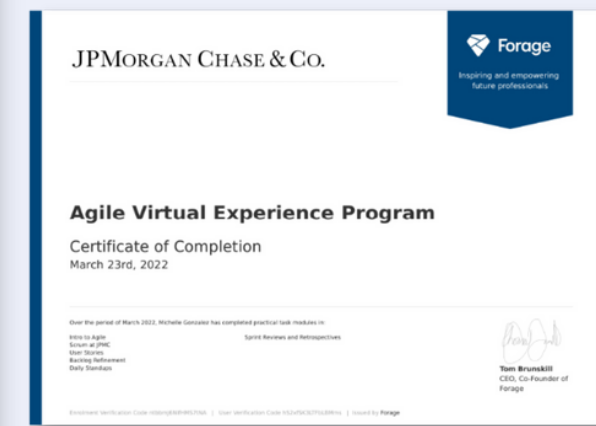
A screenshot of the LinkedIn profile edit menu. The menu is titled 'Add to profile' and has a close button (X) in the top right corner. It lists several options: 'Core', 'Recommended', 'Add featured', 'Add licenses & certifications', 'Add courses', and 'Add recommendations'. The 'Add licenses & certifications' option is highlighted with a dashed green line.

Do not include the program under 'Experience' or 'Employment history'

Complete the fields using your certificate

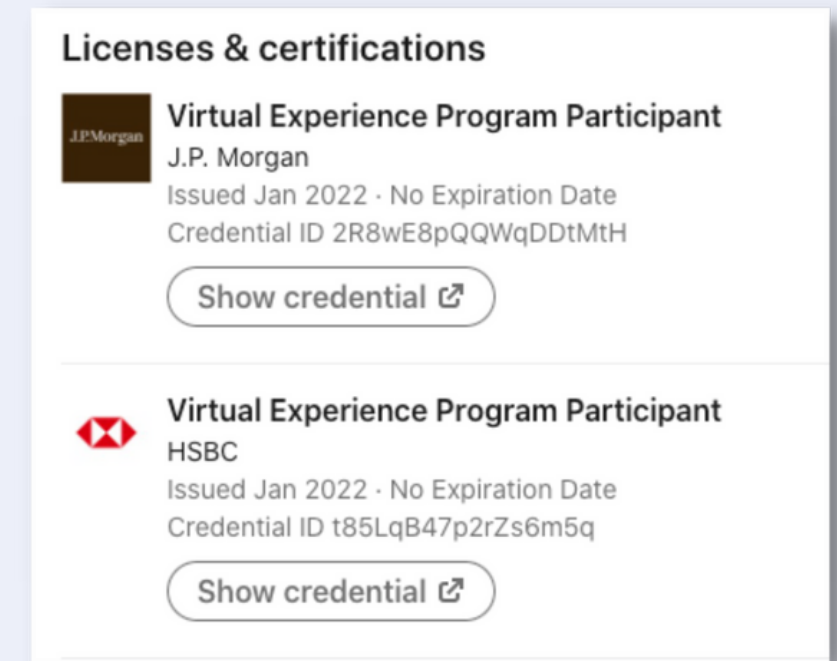


A screenshot of the 'Add license or certification' form. The form has a close button (X) in the top right corner. It contains the following fields: 'Name\*' (with example 'Ex: Microsoft certified network associate security' and a red label 'Name of the program'), 'Issuing organization\*' (with example 'Ex: Microsoft' and a red label 'Organization that created the program'), a checkbox 'This credential does not expire' (checked), 'Issue date' (Month and Year dropdowns), 'Expiration date' (Month and Year dropdowns), 'Credential ID' (with a red label 'Insert your Unique Enrolment Verification Code\*' and an orange arrow pointing to it), and 'Credential URL' (with a red label 'Insert your Certificate URL'). A 'Save' button is at the bottom right.



\*Verification code can be found in the fine print at the bottom of your certificate

Show your work!

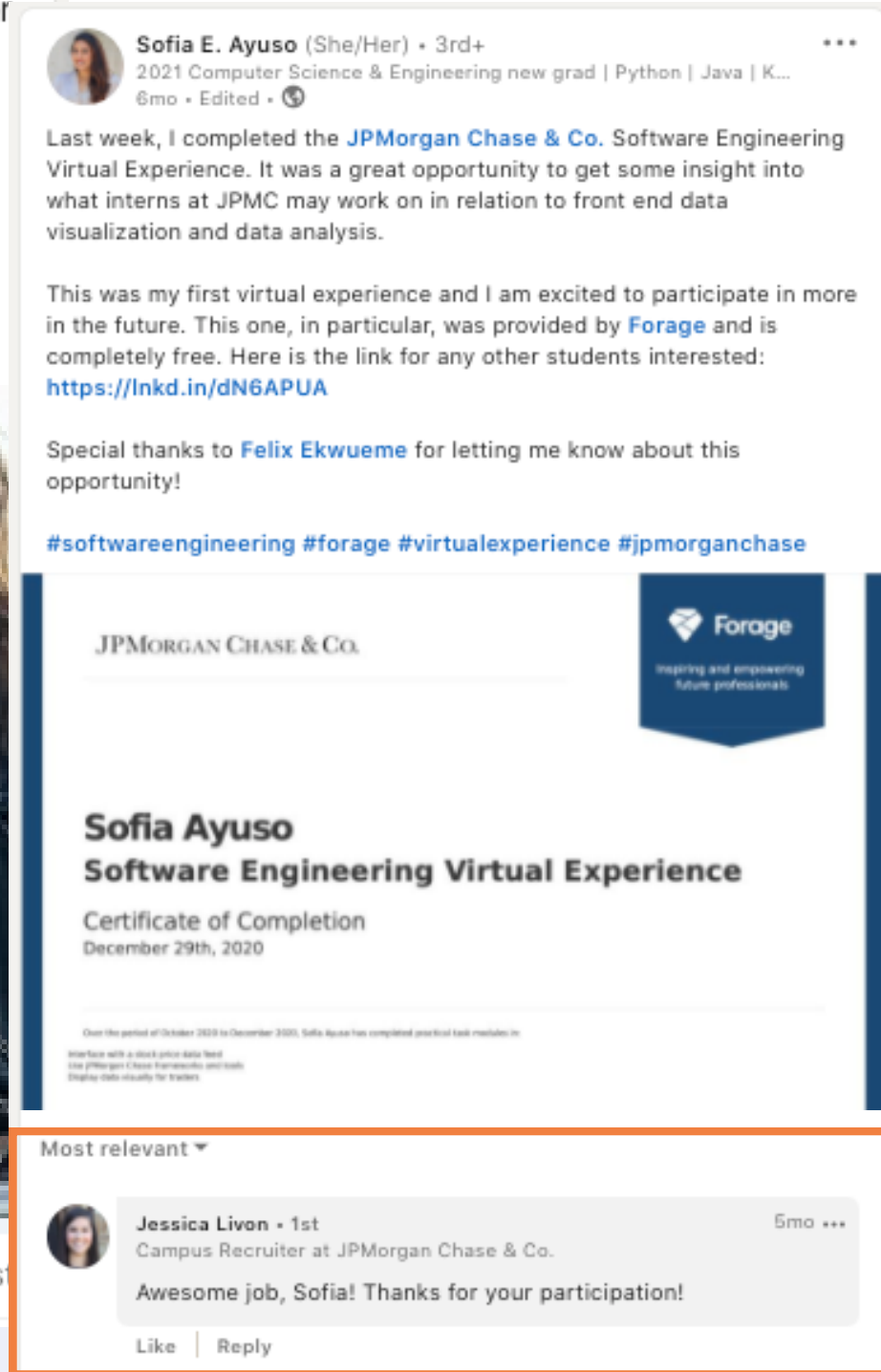
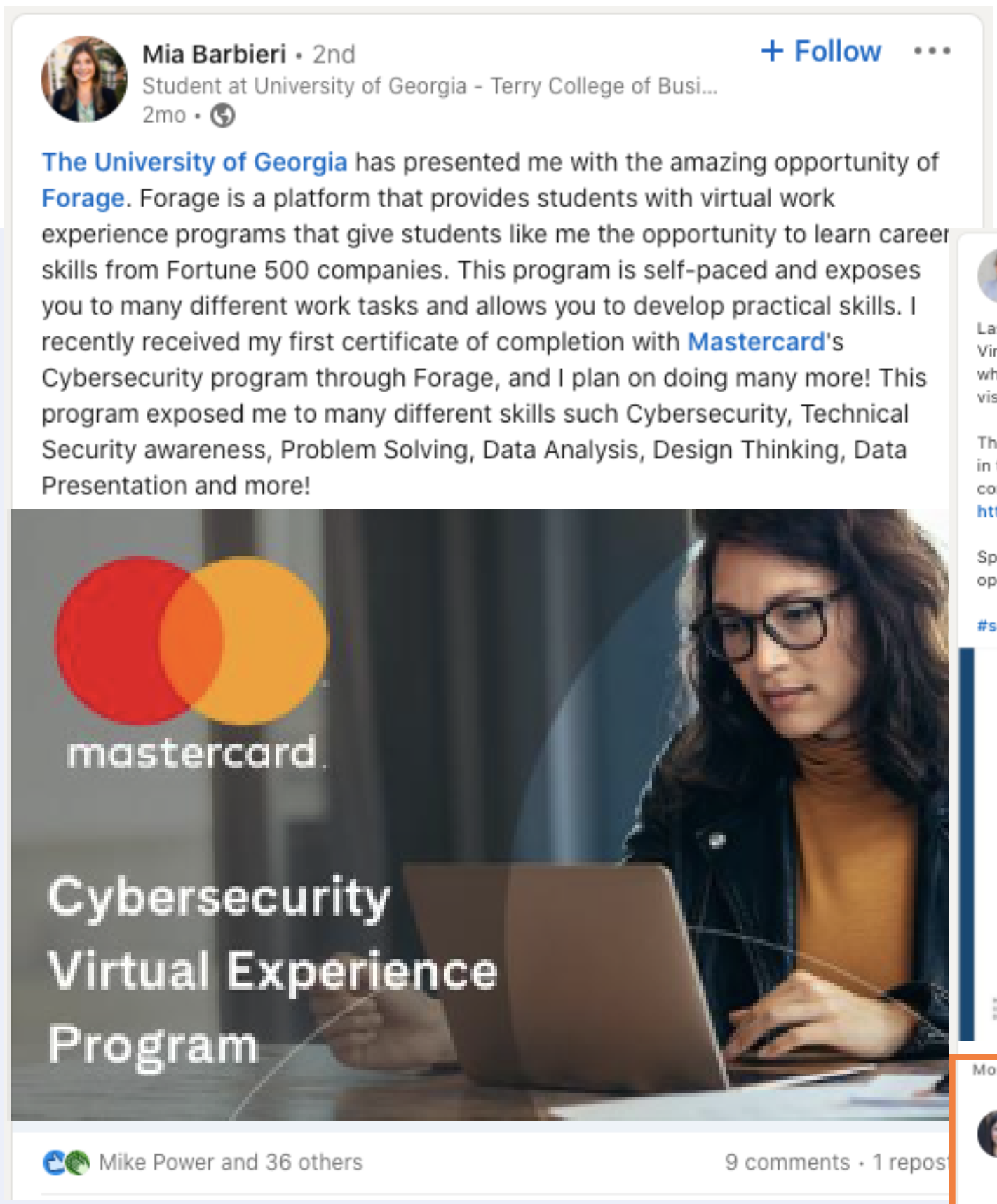


A screenshot of the LinkedIn 'Licenses & certifications' section. It shows two entries: 'Virtual Experience Program Participant' by J.P. Morgan and 'Virtual Experience Program Participant' by HSBC. Each entry includes the issuer name, issue date, expiration date, and a unique credential ID. A 'Show credential' button is visible for each entry.

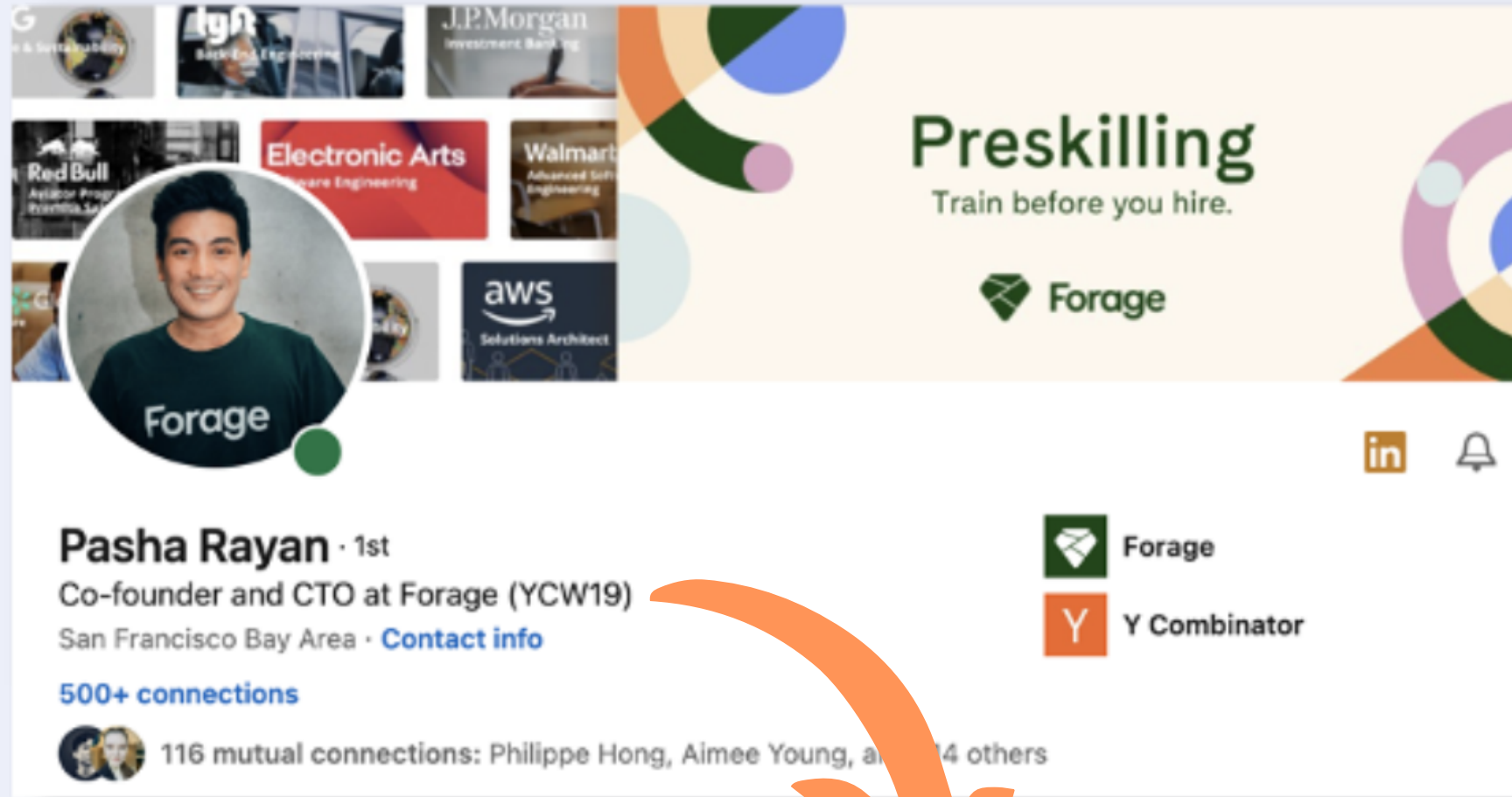
# Share on LinkedIn

Recruiters love to see and engage with students who've completed their programs on LinkedIn

Tag @theforage and the company



# Update LinkedIn headline



Say that you are a 'Virtual Experience Participant'

Do NOT say that you work at the company

Headline\*

JPMorgan Chase & Co. Software Engineering Virtual Experience Participant with Forage

# Use the program in interviews

## Recruiters look for candidates who...

### How Forage has prepared you...

### What you should say...

Show an interest in their company

You've spent several hours learning about how the company works - this shows you are interested!

I really enjoyed learning more about [company name]'s culture through the [program name]. These aspects stood out to me [insert what you liked].

Understand the job you are applying for

You've experienced a day on the job. You now know what the job involves and what you'll be doing.

I've done [program name] and I understand that as a [job name] I'll be working on [insert relevant tasks] and this excites me because [insert reason].

Are motivated to build the your skills

You've completed real work tasks and gained relevant skills for the job - make it easy for recruiters to see this!

I've done [program name] and I've now practiced [these skills] which I know are important to succeed as a [job name] at your company.