

Purpose and Impact of a Resume

Presenting yourself in a brief way

Find out which applicants are suitable



General Guidelines

Length: max 4 pages

Layout:

- Standard Font (Times new roman, Arial,...)
- Appropriate size(10.5 to 12/ heading: 15)

Content:

- grammar, spelling, punctuation



YASAMAN SHIRIAN

Address: No.136, tohid 4th St., darya blvd.
shahrak gharb, Tehran, Iran

Date of Birth: 06/06/1993

Marital status: single

Email: vasamanshirian@ut.ac.ir

Cell Phone: (+98) 912-4833430

Gender: female

EDUCATION

- B.Sc. student of Mechanical Engineering, Department of Mechanical Engineering
University of Tehran, Tehran, Iran 2011 – 2015*
GPA: 18.65/20 or GPA: 3.97/4
Last 2 years GPA: 4/4
*Expected Graduate Date: June 2015
- Manzoumeh Kherad Institute High School, Tehran, Iran
Diploma of Mathematics & Physics 2007 - 2011
GPA: 19.87/20

RESEARCH INTERESTS

Fluid Mechanics, computational fluid dynamics, turbulence flow
Biomechanics, Microfluids, Cardiovascular Biomechanics,
Heat transfer, Convection, Boiling and Condensation, Heat Exchangers
Thermodynamics, Biochemical thermodynamics

HONORS & AWARDS

- 2014 Awarded for **Full Scholarship** from University of Tehran for graduate program, granted to **top 10 percent** of faculty top ranked students.
- 2013-Present Ranked 4th among 130 B.Sc. undergraduate students of Mechanical Engineering, Faculty of Engineering, University of Tehran
- 2011 Ranked 50th in **National University Entrance Exam** among over 300,000 participants.
- 2010 Honored to win a **best student of Tehran's Award**
- 2010 Honored to attend Archery matches in **First Youth Olympic Games in Singapore**
- 2009 Patentee of an innovation "a Towing Tank with the ability of creating **Ordered, Unordered, Spiral waves and Damping waves**"
- 2009 Win a **Bronze medal** in Archery at 3rd Asian Olympic indoor Games in **Vietnam**
- 2009 Win a **Gold medal** in Archery at Asian Youth Olympic continental Qualifying test in **Indonesia**
- 2007 – 2011 Top student of **Manzoumeh Kherad Institute**.

RESEARCH EXPERIENCE

- Spring 2014 Design 2 Adjacent Springhouses Capable of Storing Fish and Oranges, Course : **Design of Refrigeration Systems, Prof.B.Sajadi**
- Spring 2014 Design and Manufacture a Water Runner Robot with Four Bar Mechanism, Course : **Dynamics of Machine , Prof.F. Najafi**
- Spring 2014 Optimizing the Location Of Wind Turbines in a Farmland comparing Multiobjective Genetic Algorithm Method and Weighted Sum Method and Complex (Box) Method, Developing codes in MATLAB & ga tool (Wind Farm Issue), Course: **Optimization of Mechanical Systems. Prof.M.Shariat Panahi**
- Spring 2014 Minimization of Operating Torque in Two Jointed Linkages with Genetic Algorithm, Developing codes in MATLAB, Course: **Optimization of Mechanical Systems. Prof.M.Shariat Panahi**
- Spring 2014 Weight Minimization of a Spring by using Complex (Box) Method, Developing codes in MATLAB, Course: **Optimization of Mechanical Systems. Prof.M.Shariat Panahi**
- Fall 2013 design a Gearbox for a Press Machine, Course: **Design of Machine Parts II, Prof.M.Shariat Panahi**
- Fall 2013 Evaluation a Bryton Cycle with Super Critical Co2 as working Fluid , Developing A Code in MATLAB & EES , Course : **Thermodynamics II , Prof F.Kowsari**
- Fall 2012 Determine Maximum Work of Turbine according to different Pressure Drops of two Sequential Expanding Valves in a cycle, Developing codes in EES & C++, Course : **Thermodynamics I , Prof F.Kowsari**
- Fall 2012 Analyzing the Exhausted U-Joint of Steering Wheel in vehicle Pride by Metallography Method(A Car which was Manufactured by Saypa Co.), Course : **Material Science, Prof K.Abrinia**

TEACHING EXPERIENCE

- Fall 2014 **Teaching Assistant**, Faculty of Mechanical Engineering, University of Tehran, Iran for "Heat Transfer I" to Instructor: **Prof.M.Ashjaee**
- Winter 2013 **Time-Managing** Consular for Pre-Universities Students
- Fall 2011- **Project Adviser** of Designing and manufacturing Kart (Racing vehicle) in **Manzoumeh Kherad Institute**
- Winter 2012 **Private Tutor** of Physics for Pre-Universities Students
- Summer 2011

Organization of the Resume

TITLE BLOCK/HEADING

- Your name
- Address
- email address - **ONLY IF YOU CHECK DAILY!**
- Cell phone number(s)
- Date of birth
- Gender
- State of marriage



Organization of the Resume

OBJECTIVE

EDUCATION

- List highest degree first, followed by other degrees received
- Include dates and GPA



Organization of the Resume

INTERESTS

EXPERIENCE

- Summarize significant full and part time positions and researches
- Include teaching experiences and internships
- Include important volunteer activities
- List job title, employer, city, state, and dates of employment, followed by description



Organization of the Resume

SKILLS

List skills you can perform with little or no direction

Computer - list hardware, software, and operating systems

Laboratory - list techniques, procedures and/or equipment

Language - indicate fluency level, specify if you can read/write/speak the language



Organization of the Resume

Publications

List articles published and those accepted for publication

Extra curriculum activities

Honors/Awards/Hobbies/Interests

Avoid listing those which may be controversial

References

Usually state “References Provided Upon Request” as last line of resume



BE HONEST!

TALK EFFICIENTLY!

TALK BRIEFLY!



SOP, PS, PHS

- Statement of Purpose
- Personal Statement
- Personal History Statement



What are they after?

- What is your trigger to continue your study?
- Why did you choose this field?
- Why did you chose this university?
- Why should they choose you?
- Research Experience
- Background
- Interests and Reasons
- Plan for Future
- It should be **JUST** for you!!!!



Cost prediction

	ثبت نام	کلاس و آزمون آزمایشی	کتاب
GRE	195 \$	650000 T	20000T
TOEFL	210 \$?	30000T 70000T
transcript	official		unofficial
	50000		45000
fee	90-120 \$		
پست مدارک	70000T		
Sevis fee	200 \$		
وقت سفارت	160 \$		

