Statistics Resume Guide

Sam Taylor

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QUALIFICATIONS
- Strong foundation in statistical analysis and data visualization using R and Python
- Proven collaborator with experience working on cross-functional teams during internship, academic projects and work experience
- Experienced in 1:1 peer tutoring for introductory statistics and college algebra
- Skilled in interpreting data, identifying patterns, and communicating insights clearly

EDUCATION
Bachelor of Science in Statistics   Expected May 20XX
Colorado State University - Fort Collins, CO   GPA 3.21
Relevant Coursework: Introduction to R Programming, Statistical Data Analysis I & II, Python for Data Science, Regression Modeling

RELEVANT EXPERIENCE
Data & Outreach Intern, Colorado State Forest Service   January 20XX – Present
Fort Collins, CO
- Collected, organized, and analyzed engagement data from over 15 outreach events to inform communication strategy
- Drafted content for digital platforms, contributing to a 20% increase in Instagram reach and a 15% boost in newsletter click-through rates
- Communicated findings clearly to both technical and non-technical audiences, supporting cross-departmental decision-making

Statistics & Math Tutor, The Institute for Learning and Teaching   August 20XX – May 20XX
Colorado State University, Fort Collins, CO
- Provided individualized academic support to over 30 students in introductory statistics and algebra courses, contributing to increased retention in STEM gateway classes
- Adapted explanations to diverse learning styles, resulting in a 90% satisfaction rate based on post-session feedback surveys
- Collaborated with faculty and tutoring staff to align support with course learning outcomes, reinforcing key concepts from lectures and assignments

PROJECTS
Fort Collins Farmers Market Dashboard   January 20XX – April 20XX
- Created an interactive dashboard visualizing vendor participation, foot traffic, and product availability trends across three seasons
- Integrated public datasets and R scripts to clean and reshape data, enhancing accessibility for market stakeholders

Airbnb Pricing Model for Denver Metro Area   February 20XX – April 20XX
- Developed a multiple linear regression model using Python to predict Airbnb rental prices based on location, amenities, and seasonality
- Improved pricing prediction accuracy by 22% over baseline models

ADDITIONAL EXPERIENCE
Barista, Sweet Sinsations Café   May 20XX – August 20XX
Colorado State University, Fort Collins, CO
- Delivered high-volume customer service during peak hours, serving an average of 150+ customers per shift with consistent 5-star customer feedback
- Trained 2 new employees on point-of-sale operations and store procedures, reducing onboarding time by one week

CAREER CENTER
COLORADO STATE UNIVERSITY

Resume Tips & Checklist

FORMATTING

- [ ] 1-2 Pages max (unless Federal)
- [ ] Typical margins are no less than .5"
- [ ] Within each section, order by starting with most recent or current experience, to least recent
- [ ] Save final draft as PDF titled: First & Last Name Resume
- [ ] Content Font Size = 10 - 13, Header = 16
- [ ] Common fonts: Avenir, Times, Garamond, Bell MT, Cambria, Georgia (easy to read)

CONTEXT

- [ ] No photos
- [ ] Bullet Point Formula: Action Verb + Skills or Project + Puprose or Result or Accomplishment

Navigating Bias in Applications

At the Career Center we believe students' identities and life experiences contribute to valuable strengths that are worth celebrating and showcasing on application materials. We also acknowledge that not all recruiters and organizations value every type of experience and identity, which can lead to bias and discrimination in the application process.

One approach to navigating bias is being clear and authentic about your identities on a resume and see which employers recognize these as strengths. One great outcome of taking this approach is that you might find a great values fit with an employer who sees you as your full self, and is excited about what your various identities bring to the table.

Another approach is being more general about your identities and experiences on a resume to protect from potential bias. Some items you might choose to be more general about or not mention would be political experience, religious groups, controversial research, disclosing of a disability, and listing pronouns. For example, instead of listing a specific faith, you could mention you volunteered at a spiritual organization. Instead of naming a specific political student organization, you could list it as a student leadership organization.

A resume is a snapshot of who you are and we encourage you to share however much of yourself feels good to you. There are many ways to approach this. If you'd like someone to discuss this with, we highly recommend a Career Center drop-in or appointment

Looking for more help?

Bring your resume draft to a **Career Center Drop-In** to get personalized help, or look at our **standard resume example** here for additional ideas.