



Pre-Allied Health Resumes

Presenters:

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Resume vs. Curriculum Vitae

While some employers use these terms interchangeably, they are in fact different.

	Resume	CV
Purpose	A concise summary of your professional experience, skills, and qualifications	An in-depth history of your professional and academic credentials, usually curated when applying for research or teaching positions
Length	1-2 pages	No length restrictions, typically 3-10 pages
Example	Resume	CV
Degree	Bachelors	Masters, PhD

Tip #1: Keep it Simple

- 1-2 pages
- [Templates](#)
- Designs: make your content the focus
- Simple fonts: Arial, Times, Calibri
- Bullets, not sentences/paragraphs

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OBJECTIVE
To obtain an internship with Velocity Sports Performance Group in order to expand my knowledge in the field of exercise science and sports medicine.

EDUCATION
University of Georgia Athens, GA
Bachelor of Science in Education May 2021
Major: Exercise and Sport Science; GPA: 3.80/4.00

RELATED EXPERIENCE

UGA Career Center Education Excursion Atlanta, GA
Shadowing March 2020

- Selected to participate in selective professional networking visit to the Georgia Department of Public Health, Shepherd Center, and Children's Healthcare of Atlanta to explore healthcare careers
- Participated in informational panels with public health professionals, physical therapists, occupational therapists, speech language pathologists, certified rehabilitation therapy specialists, and child life specialists
- Gained insight regarding collaborative and interdisciplinary approaches to healthcare
- Accompanied professionals on site tours and observed daily protocol, patient interactions, and use of assistive technology and rehabilitative devices

Athens Sports Care Center and Rehab Athens, GA
Shadowing August 2019 - May 2020

- Assisted patients with daily exercises and activities
- Recorded and filed daily logs of patients' activities
- Prepared patients for electrical stimulation treatments
- Applied ice, heat packs, and proper wrappings for patients

Athens-Clarke County Parks and Recreation Athens, GA
Basketball Camp Coach/Coordinator Summers 2019 - 2020

- Instructed 60-70 1st - 9th grade athletes on proper athletic skills development
- Created interactive and participatory sessions to engage youth and help them understand correct and safe techniques and strategies
- Worked with other coaches in a team-related environment
- Monitored and evaluated drills and activities to ensure proper safety measures were in place
- Created camp schedules for distribution to coaches, referees and volunteers
- Maintained positive communication with campers and parents

LEADERSHIP EXPERIENCE

UGA Sport Management Club Athens, GA
President Spring 2020 - Present

- Attend and professionally lead all bi-weekly meetings
- Actively recruit club members and appoint all 5 officer positions

Tip #2: Consistency Counts

- If you did it once, do it every time
- Positions, company, location
- Reverse chronological order (most recent to oldest)



Tip #3: Remember Your Audience

- Tailor your resume to what you're applying for
- Ask yourself: What skills are needed for this position/program?
- Use keywords in your field and quantifying details





Resume FAQs

Q: What experience is relevant?

A: College and beyond.

If you are a **traditional student** (graduated from high school, straight into college, now straight into masters), you should include experiences you've gained since freshman year.

If you are a **non-traditional student** (perhaps took time off between high school to college, enrolled in the military, started a family, took a GAP year, etc.) and are now returning to pursue this degree, you can include experiences up to 10 years old.



Resume FAQs

Q: What format/layout of resume is best?

A: Your resume should be easy to read, consistent, and look professional (no crazy fonts or colors). **Do NOT use a resume builder from an online website.** Employers can always tell - they review hundreds of resumes a day! These are also difficult to edit and customize to showcase your experiences.

Check out the [UGA Career Center's templates](#) for guidance.



Resume FAQs

Q: Why do I need to print my resume if everything is digital these days?

A: Employers/interviewers prefer to have a physical copy of the resume in front of them. Because they interview countless people daily, it's helpful to have **a tangible document to refer back to** throughout the interview and ask specific questions about.



Resume FAQs

Q: What should I **not** include on my resume?

A: **Negative words** such as “unemployed,” since dates where you don’t have work experience already show you were unemployed.

A: **“Skills” that are not actually skills.** Microsoft Word is not a skill. Java Script is. Being on time is not a skill, that is an expectation.

A: **Person pronouns** (I, me, my, mine, us, our, we). A resume should objectively describe factual actions and functions you performed.

A: **Personal information:** date of birth, single/married, kids, etc.

Questions?



Need Extra Help?

1. UGA Mentor Program:

Connect with experienced UGA alumni, faculty, and staff who can help you get ahead in your life and career.

Getting started is simple:

- Complete a mentee profile at mentor.uga.edu
- Attend a 30-minute orientation
- Request a mentor and/or informational interview

2. Visit Anna Carroll in the Career Center:

Schedule an in-person or virtual meeting through your Handshake account.