



Keith Shannons

Software Engineer

Contact Me

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Skills

- Javascript, C/C++, Java, Python, Kotlin, Go
- Problem Solving
- Team Communication

Volunteer Work and Interests

Volunteer Math Teacher,
Lily River Children's
Foundation

Member,
Coding Masters Club,
Roseton Chapter

Work Experience



Junior Software Engineer

Heiman Software Labs, a global company that provides software services across various industries

March 2022 to August 2025 (3 years, 5 months)

- Maintained a 100% customer satisfaction rating by developing and implementing software solutions based on client requirements
- Boosted team efficiency by 10% by providing direction for business applications that are in development
- Hastened human resources processes by 80% by developing a cloud-based information system that consolidated employee information from various databases and servers

Intern

Heiman Software Labs

Oct 2021 to Dec 2021 (3 months)

- Learned about the operations of the company's software programming team
- Coordinated communications between multiple departments

Education



Bachelor of Science in Computer Science

Institution: De Loureigh University

Year of Graduation: 2021

- Cum Laude
- Founder, DLU Coding Club
- Champion, Beechtown Hackathon 2020

Resource Page

What recruiters usually look for in a CV (in order of importance):

1. Experience
2. Role or Title
3. Company's Credibility
4. Results, Responsibilities, Achievements
5. Portfolio
6. Contact Information
7. Skills & Relevant Software
8. Educational Background
9. Volunteering and Other Interests

Important: Download your CV as a PDF.

Do not use docx, png, or jpg since an applicant tracking system may not be able to properly display the file or scan the text.

Some tips for creating an effective CV

You want your CV to **have a link to your LinkedIn account and your portfolio** site so recruiters can immediately see what you've accomplished.

Add the logo of the companies you have worked in. Link their website or LinkedIn profiles too. Write a short description of what the company does if they are not well known.

Remember to **add how long you have stayed in a particular role.** Write out the years and months. Example: Jan 2020 to June 2022 (2 years and 5 months).

When writing out your achievements and responsibilities for a job, **it is ideal to follow this format: "I have achieved X by doing Y with a result of Z."** Quantitative information is highly preferred in this section.

Only list skills you are confident in and are relevant to the job. You may also list specific software or tools that are important to the role.

Adding your photo to a CV is optional. Photos help recruiters remember you, but there is a risk of unconscious bias.

Adding volunteer work and other interests is optional. Information under this section may seem irrelevant but it can build rapport with recruiters.

Do not crowd your CV. Feel free to use a second page, which usually features your educational background and other achievements and awards.

Make sure the CV's design aesthetic matches the job you are applying for. For **creative roles**, you may prefer CVs with a touch of color. For more **corporate roles**, go for a more simple design.

Having **a list of references is no longer required in CVs.** The same goes for a summary or objective section.