



Stand-out student profile

The student profile on Handshake has been designed to make it simple for students to showcase their skills, talents and experience. This document provides an overview of the key features of the profile, along with top tips, to help students create a stand-out profile.

Handshake

01

Questionnaire

In order to maximise the value you can get from Handshake, make sure you fill out the short questionnaire you're prompted to complete after your first login. By filling in these details, you will receive tailored job suggestions based on your interests, additionally, employers will be able to find you quicker based on the information you provide.

Top tip: Don't worry if you didn't fill this in on your first login, you can always go back and populate at a later date.

You're one step closer to your next job.
Answer a few short questions to see relevant opportunities.

What are you looking for?

Full-Time Job, Internship, Part-Time, On-Campus Job, Not sure yet

Where would you like to work?

Type any City

Indian, TX, Austin, TX, Houston, TX, San Antonio, TX, London, Kansas City, New York, NY, Washington, DC, San Francisco, CA, Los Angeles, CA, Chicago, IL, Atlanta, GA, Portland, OR, Salt Lake City, UT, Phoenix, AZ, Anywhere

Which industries are on your radar?

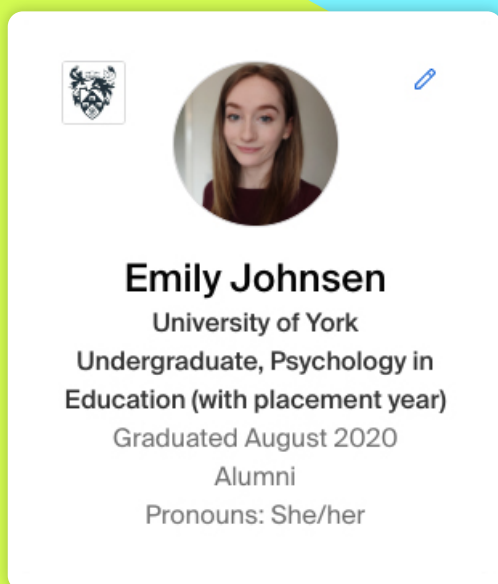
Type or select any field

02

Profile picture

On every Handshake student profile there is the option to upload a profile picture. We highly encourage uploading a photo as it helps to make your profile more personable to prospective network connections and employers.

Top tip: Try and use a picture with a white background which shows your full face.



03

My journey

This is your opportunity to share with prospective employers what makes you stand out and draw attention to any interests, skills and experience you're especially proud of. We also suggest outlining your passions, the types of opportunities you're looking for and any relevant skills.

Here you can write freely and whilst it's important to remain professional here, it's a good opportunity to show off your personality as after all, culture fit is an equally important part of the employment process.

Top tip: You can include URLs in your My Journey section, so if you want to direct employers to published pieces of work or portfolios, add them in here.

My Journey

Hey! I am a recent Psychology in Education graduate from the University of York. After working with 60+ charities to provide bespoke volunteering opportunities for students during my placement year, I developed a passion for working with users to create valuable solutions to meet their unique needs.

Having now graduated with a 2:1 BSc Psychology in Education degree, I'm excited get back to User Research. So if you're looking for an experienced individual with a passion for working with users to create valuable solutions, then let's have a chat!

Education



University of York primary education

Undergraduate, Vanbrugh

Sep 2016 - Aug 2020

Course: Psychology in Education (with placement year)

04

Education

This section is an opportunity to list any previous institutions you have studied at and any qualifications or grades you have achieved, as well as listing your current institution. Having your current university on your profile makes it easy for prospective employers to find you based on the institute.

Top tip: By listing your previous places of study it's easy to connect with alumni and grow your network connections.

Work & volunteer experience

This section is an opportunity for you to list any work or volunteering experience you may have.

When listing work experience be sure to include any internships or work placements as well as any paid work you've participated in either before studying or during your time at university.

Top tip: Whilst volunteer work can show prospective employers any relevant skills you need for a job, it also demonstrates your values as an individual and how these might align with a company's mission and values.

Work & Volunteer Experience



Student Support Department, University of York

Widening Participation Marketing Assistant

Jun 2020 - Aug 2020 (3 months)

- 8 week internship collaborating with three key university departments to develop a suite of marketing and support resources for prospective commuter students.
- Facilitated a focus group, coordinated social media polls and analysed event feedback to generate user insights. Supported this with dissertation data from my national survey of 220 undergraduate commuter students across 23 higher education providers; investigating the link between their integration levels and wellbeing.



Careers and Placements Department, University of York

User Researcher and Project Manager

Jul 2019 - Sep 2019 (3 months)

- 8 week software project redesigning and relaunching the York Profiles and Mentors platform. This followed a user-centred design approach that began with user research, moved through iterations of design and development, during which initial designs were validated by conducting usability testing with platform users.

Organisations & extracurriculars

Here is your opportunity to highlight any organisations or extracurriculars you've been involved with either whilst at university or before. This section can include initiatives organised by the institute, university societies or any clubs you're a part of independent of your institute.

Top tip: Be sure to include any groups or extracurricular activities you are associated with, even if they don't appear relevant to your degree or desired job. This helps to paint a picture of what you're like as a person and employers will be able to understand what skills you possess based on these activities.

Organisations & Extracurriculars



Careers Brand Ambassador

University of York, Careers and Placements
Sep 2019 - Jun 2020 (10 months)

Created a variety of social media content as a Careers Brand Ambassador to promote the department's opportunities.



President

Psychology in Education society
Sep 2017 - May 2019 (1 year, 9 months)

Psychology in Education society founder and President. Secured £200 funding and hosted academic and social events.



@Work Volunteer

University of York Careers and Placements
May 2018 - Jun 2018 (2 months)

In collaboration with North Yorkshire Police, York's Magistrates Court and 5 other students, I designed and delivered 3 Law and Justice workshops for 30 children from underrepresented backgrounds.

[Add An Organisation](#)

07

Courses

Here in Courses you can include any courses you've participated in either at school, work, university or personally.

These can include any courses taken as part of work experience (eg. First Aid Training), any courses you have taken to progress your skills personally (eg. language, music, coding) as well as any courses that have been a part of your education journey either at university or elsewhere.

Top tip: Online courses count here too!

Classes



Agile and Design Thinking - online short course

[Add A Class](#)

Projects



York Profiles and Mentors [🔗](#)

User Researcher and Project Manager



Local and Commuting Students - Resources [🔗](#)

Student Support User Researcher



UoY Volunteering Instagram Account [🔗](#)

Community Events Coordinator (Placement Year)



LinkedIn Portfolio [🔗](#)

08

Projects

This section gives you the chance to draw attention to any projects you've worked on that you are especially proud of and want prospective employers to know about.

This can include a piece of coursework that is particularly relevant to the field you're interested in that you performed well in, or a side project that showcases your skills outside of your degree.

Top tip: When thinking about projects to include, consider any published work you may have - videos, photographs, websites, apps, performances etc.

Your interests

It is up to you whether your profile is visible to employers or not and is easily changed under Settings and Privacy. The Your Interests section will help ensure when your profile is visible to employers, those employers that connect with you are offering the types of opportunities you're looking for. Here you can tell employers if you're actively looking for a job, the types of roles and industries you want to explore as well as the cities you'd be open to working in.

Top tip: This information is pulled together based on your initial on-boarding questionnaire, if your interests change at all you can always update this section to reflect your new interests in the 'Career interests' section found in Settings.

Your Interests

Only visible to employers

JOB HUNT

Actively looking for a job

JOB INTERESTS

Full-Time Job

CITIES

London, United Kingdom • Reading, United Kingdom • Windsor, United Kingdom • Slough, United Kingdom

ROLES

10

Discover more students

Discover More Students is your chance to begin building your professional network. Discover More Students suggests like-minded students who are also on the Handshake platform that you might want to connect with due to similar interests or common connections.

Here you're likely to find alumni from your universities and students who are studying the same or a similar course to you. Once you've connected with a student you then have the option to reach out to them directly and ask any questions or share any information or resources you think might be of interest.

Top tip: Discover More Students allows you to broaden your horizons when it comes to meeting students from across the country. Also, if you'd rather not be visible to other students you can amend this in your privacy settings.

Discover More Students



Lilly Ampleford
English '23
Royal Holloway...



Bethany Spencer
Communications '23
Bournemouth University



Sophia Lange
Engineering '23
Coventry University

Discover students like you across the Handshake network

Skills

Here is your chance to highlight and outline your skills. We believe that the Skills section is very important as employers actively recruiting graduates place a big emphasis on the types of skills students have. When populating this section remember to include both hard and soft skills as both are important in a career.

The types of skills you have developed through education and in the workplace might not be immediately obvious, but by speaking with your peers, and Career Services Team, and by looking at similar student profiles you'll be able to get a better understanding of the types of skills employers are looking for and which ones are relevant to you and your experience.

Top tip: If you're unsure of how your hobbies, interests or even university experience translates into skills, speak to your Career Services Team who will be able to help you articulate your skills.

Documents

This final section allows you to upload any documents you'd like to share with prospective employers. By uploading to the Documents section, employers can download a copy for their own reference. This additional information can support employers in making a decision to reach out to you directly or can help them get a better understanding of you and your skills if you reach out to them.

Consider uploading your CV, any creative work you'd like to share or cover letters.

Top tip: Make sure your documents have clear names so employers can easily see what type of resources you have available to them.



Handshake

www.joinhandshake.co.uk