

职场英语：猎头透露如何写一份有卖点的简历 PDF转换可能丢失图片或格式，建议阅读原文

https://www.100test.com/kao_ti2020/465/2021_2022__E8_81_8C_E5_9C_BA_E8_8B_B1_E8_c67_465335.htm 英文简历是经理人求职必备的个人营销工具，而且多数公司要求求职时必须提供。本期推出ZMZ先生的英文简历样本，由从事猎头服务的思博管理咨询（香港）有限公司总经理张庆作点评，以供读者参考。第一部分 ZMZ先生的英文简历样本：Resume of ZMZ

----- Room 503, Hua zun Mansion, No.29 Beisanhuan Road
Xicheng District, Beijing 100029 Home: (8610) 6123-4567 Office:
(8610) 6123-9874 E-mail: editor@jxue.com CAREER OBJECTIVE
High level management position with high technology corporation.
Be able to apply strong team building, project management and
business development skills cumulated in passed years. Utilize strong
Ramp.D skills. More than 6 years department and project
management experience in first class high technology companies.
Strong experience in team building, processes establishment and
improvement, particularly for communication and software
products. Skilled in customer oriented communication and
coordination. More than 10 years SW/HW Ramp.D department
1989.01 - 1995.08 University of Electronic Science and Technology
of China Chengdu, Sichuan, China Lecturer and Researcher
MAJOR ACCOMPLISHMENT 1. Management - Created and
expanded a department from two engineers working for one

customer to more than 30 engineers working with three customers within 1.5 years. The company's revenue then increased 300%.

- Successfully managed more than 8 projects and cooperated with three customers in three years. All the projects were released on schedule, with high quality that made company's business grow quickly.
- Created and improved the software development processes to match the requirements of ISO 9001 or CMM system.

- Working for a new communication company, created an R&D department starting with 3 engineers and extending to 24 engineers within 1.5 years. Managed the development of three new products, one of them was delivered to the market in 1.5 years.

2. Research and Development

- Key developer in QuickTest project which provides quick solutions for router manufacturers by using Router Tester to test routing protocols and features such as BGP, OSPF, MPLS, VLAN, VPN and so on.
- Successfully managed a team to develop the GSM Phase2, GPRS and UMTS protocol sets for Signaling Advisor and another team to develop SS7 protocol sets for Agilent acceSS7 system.
- Managed, participated and delivered the following projects to customer successfully with high quality and on schedule, such as CDMA system (IS-95A, IS-95B and cdma2000 systems) modeling projects for HP EEsof ADS (Advanced Design System) tool.
- System design and control software development for CDMA WLL (wireless local loop) system.
- Key designer and developer of a Packet Radio Network and the Spectrum Spread Data Link Bridge for a Wireless LAN.

EDUCATION AND PROFESSIONAL DEVELOPMENT 1986.9 - 1989.1 : Master of

Electronic Engineering University of Electronic Science and Technology of China Chengdu, Sichuan Province, China 1980.9 - 1984.8 : Bachelor of Electronic Engineering Shanghai Railway College, Department of Electronic and Communication Engineering Behavior Interview, May 1998, Hewlett Packard Academy Project Start-up, June 1998, Hewlett Packard Academy Project Management Fundamentals, May 1999, Hewlett Packard Academy Advanced Planning and Risk Management, April 1999, Hewlett Packard Academy PROFESSIONAL MEMBERSHIP AND HONORS 1. IEEE senior member, member of Communication Society, Computer Society and Signal Processing Society. 2. Member of China Electronic Association. 3. The First Award of Management Contribution of Agilent China Software Design Center. 4. 1992, Second Award of Science and Technology Progress in MEI of China. Reference Available Upon Request. 100Test 下载频道开通 , 各类考试题目直接下载。详细请访问 www.100test.com