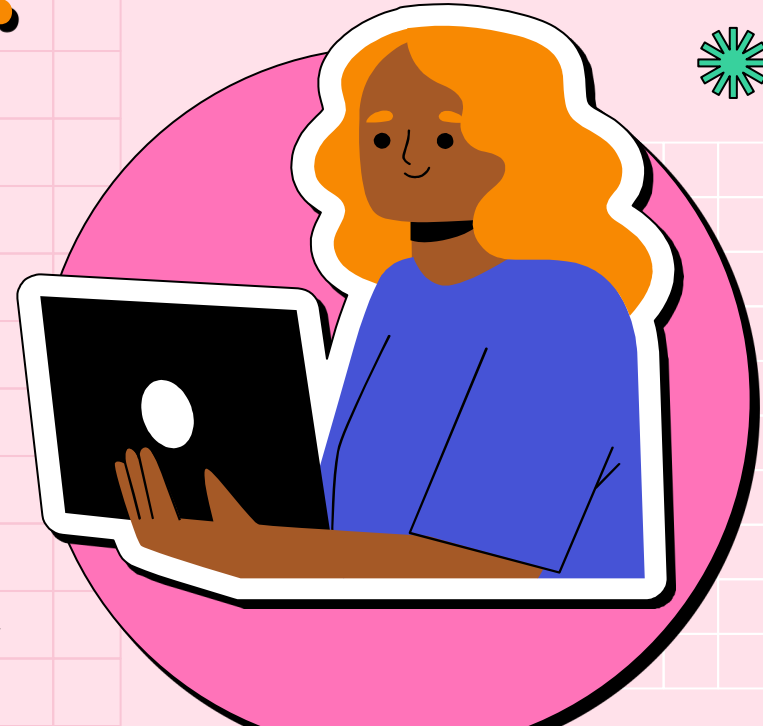
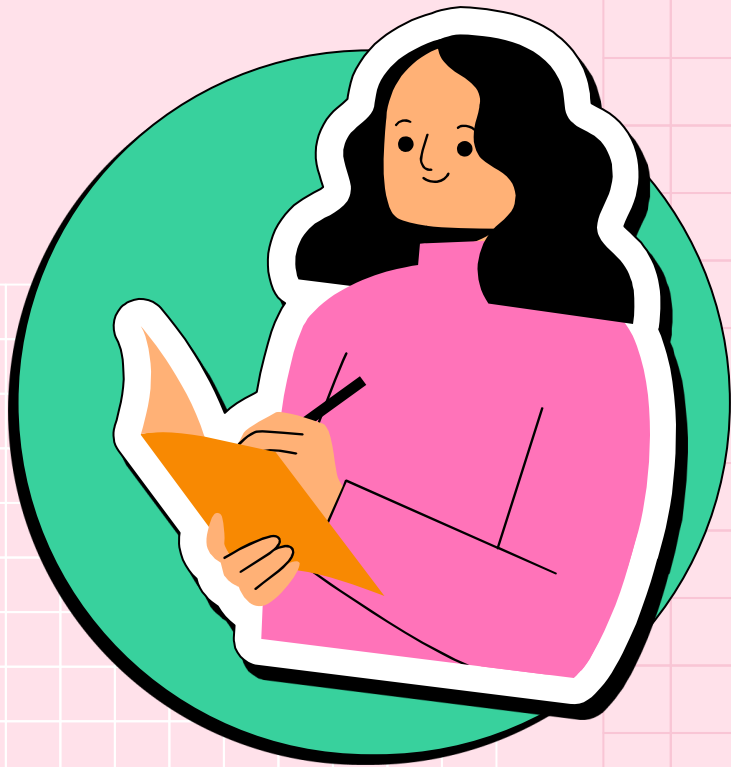


How To Get Your First Co-op Placement

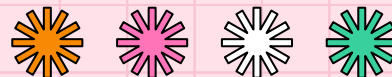
By Hannah Du - 3rd Year Computer Science





Hi! I'm Hannah

- Third Year Computer Science
- Interned @ Nokia, PlayStation, and Apple
- Hobbies include Animal Crossing + Working out



Guide to Co-op Applications

#1

***Building
Your Resume***

#2

Applying

#3

***Interview
Prep***

#4

***Getting Your
Offer***





#1

***Building
Your Resume***



Resume Advice



- One page maximum
- Recommended template:
 - Name
 - Education (only your university degree, not highschool)
 - Experience (past internships, technical projects and/or high school extracurriculars)
 - Skills (languages and frameworks)
- If you don't have much resume content, build some extra projects or join some UW clubs
- Goal is to highlight any employable skills you have
 - Both technical and non technical
- Get upper years to review



#2

Application Process





What is Waterloo Works?

- WaterlooWorks is our UW internal co-op application portal
- Most students will use this find their co-op jobs
- Companies ranging from local to big tech will post on it



Application Package



- Resume
- Transcript
 - Provided by UW – you won't need to upload it yourself
- Work Term History
 - Also provided by UW
- Cover Letter (optional)
 - Brief letter to employer
 - Explain your skills, interest in company, and why you are a great candidate!

Application Timeline

Cycle 1

- 2 rounds of postings
- Up to 100 applications total
- Applications will be open for 1 week
- Interviews happen over 2 weeks

Cycle 2

- 2 rounds of postings
- Up to 200 applications total
- Applications will be open for 1 week
- Interviews happen over 2 weeks

Continuous

- Up to 500 applications total
- Job postings come out asynchronously
- Interviews happen asynchronously



#3

***Interview
Prep***



Interview Advice



- Types
 - Behavioural (questions about you and your soft skills)
 - Technical Quiz (questions about your technical knowledge)
 - Technical (leetcode styled programming questions)
- Know every detail about your resume
- Prepare an answer to “Why do you want to work at x company?”
- Prepare questions for your interviewer to show interest
 - Example: “What does a day working at x company look at?”
- Be confident in what you know and don’t be afraid of how much you don’t know
- Smile and show your personality :)



#4

Getting Your Offer



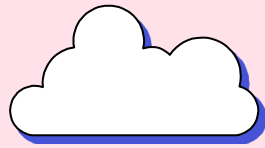
Rank & Match



- You will rank the companies you interviewed with
 - Between 1-10 (1 – most interested, 10 – least interested)
 - You get 5 “not interested” rankings per term to use on companies you do not want to work at
- Companies will rank you as well
 - If they rank you 1, you will see on WW
 - If they rank you 2-10, you will not see your ranking
 - If they didn't rank you, you will see on WW
- You are matched up based on which combination of your rankings and the company rankings make the smallest number (Ex: $1+1 = 2$ would be the most ideal scenario)

Closing Thoughts

- Don't be scared, trust the process
- Expect to submit lots of applications (as you progress in your degree, you'll start to send less applications for a reasonable number of interviews)
- Don't be picky with what/where/the pay of your first job!
 - Being picky -> getting less interviews -> less likely to get an offer :(
- Going into the Continuous round is perfectly normal in 1st year
- If you don't find a job, you can still get your co-op credit!
 - In first year, you can participate in the UW WE Accelerate program to receive your credit
- Attend WiCS events
 - Resume Critique & Job Interview Prep sessions coming next week!



Thank You!
Any questions?



Feel free to reach out for any questions,
resume critiques, mock interviews, or advice :)

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