

Andela Community Workshop

Pump Your Profile

Agenda

01 The Power of the Profile

How to use your Andela profile to land the perfect job

02 Matchy-Matchy

An inside look into the Matching process

03 Q&A



Andela Profile: Why is it so *Important*?

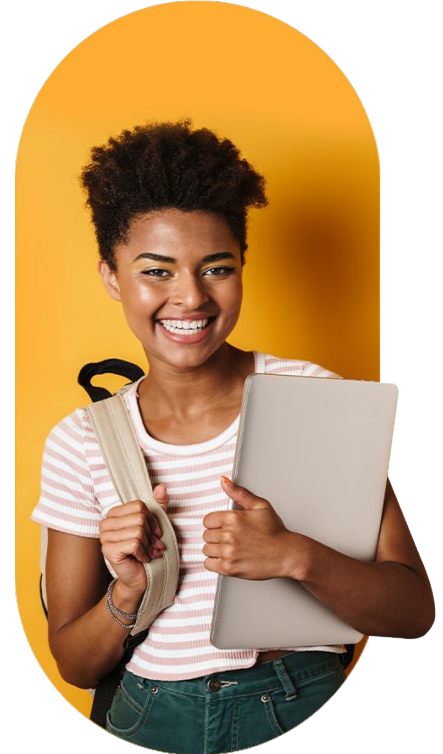
Your greatest asset in Andela is your profile. Without one, we cannot connect you to clients.

Every day, Matchers review your profile against requirements from clients, checking against several keywords to confirm whether you would be a right fit for the engagement.

Help make their job easy by putting as much relevant information as possible into your profile!

Good to know:

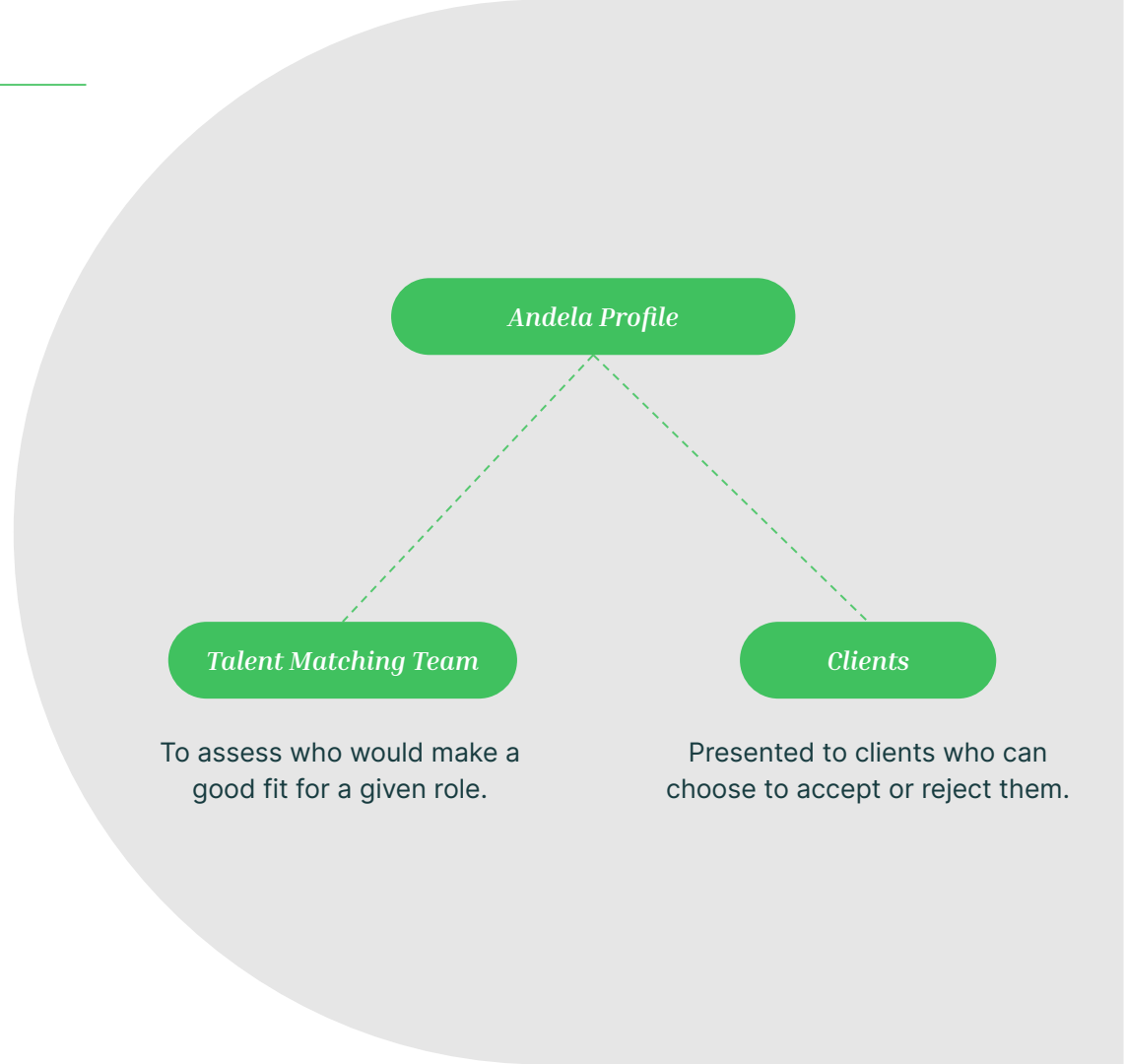
- ✦ Our Matching Algorithm depends on the information in your profile to find you the perfect job. If your profile is empty, you won't come up in any searches.
- ✦ If you're a fit, your profile will be sent to a client, so make sure it looks professional!





Who can see your *profile*?

Your profile has two distinct functions and audiences:



To assess who would make a good fit for a given role.

Presented to clients who can choose to accept or reject them.



Case 1: Talent Matching

Make it easy for the Matchers

Gather all the information in one document that can be sent directly to clients.

If you don't SAY, they won't KNOW

Talent whose profiles don't contain enough relevant information may get left behind.



Case 2: Client Presentation

Your profile may be edited by Andela's Profiles team before it is presented to a client.

Be kind to the reader

Present information in a way that will hold the reader's attention. Everyone's eyes glaze over when they see a six-page CV.

Allow us to present... YOU!

Consistency and quality across profiles are important to maintain a strong Andela brand.



How to *craft* your profile

When you join Andela, a basic profile is created for you based on the resume you applied with.

You must log in to talent.andela.com and ensure that all of the information has been correctly parsed, and that it is up to date and accurate.

You can use the editing features to make any necessary changes or updates.



01 Skills, tools & specializations

Add up to 20 of your top skills, tools, and specializations



02 Work history

Describe each job and make sure to mention:

1. Technical skills **(80%)**
2. Leadership skills **(10%)**
3. Soft skills **(10%)**



What to focus on in the “*Skills, Tools & Specialization*” section

1

You may add 5-20 of your top skills to this section

2

Make sure to include your primary and secondary languages/technologies

3

Add other frameworks and tools you have worked with in your career, and include any specializations



What should you focus on the “*Work History*” section

After reviewing your skills and tools, matchers take considerable amount of time validating your production experience against the skills and tools mentioned.

- 1 Add one entry for every relevant contract or employment (FT/PT) you have had in the past
- 2 Start by adding a brief overview of your role
- 3 Then add specifics!

Accomplishments: Be specific on the things you’ve built and worked with.

- 1 What was your contribution to the project? How did you accomplish it?
- 2 Mention results, improvements, optimizations, business problems, etc.
- 3 Think of keywords that will make it discoverable



Here are some examples:

- 1 Led a team of four to deliver the XYZ app from inception to deployment in under six months
- 2 Built 95% of the user interface (UI) for the native payment experience on the resident mobile application
- 3 Developed daemonized data-sync processes in Python across multiple distributed sources
- 4 Created a contract prioritization system for the Ministry of Finance, developing metrics and using a combination of custom algorithms for comparing and sorting contracts



More examples:

- 1 Completed 20+ issues with data partitioning by removing joins from complex MySQL queries
- 2 Refactored the old codebase from MVC to VIPER
- 3 Replatformed complex legacy ETL processes to an enterprise-standard Big Data cloud solution to reduce timing issues
- 4 Created interactive UIs with React.js using one-way data flow, Virtual DOM, JSX, and React Native concepts
- 5 Used Kafka, RabbitMQ, and NATS as an event bus to communicate between different microservices deployed in AWS EC2 instances



WYSIWYG - What you see is what you get!

The following things make your profile much more likely to be considered by a matcher:

1

A clear *headshot/profile* picture

2

A Professional Summary (bio) written in the third person that introduces you to the reader

3

5 to 20 of your top skills

4

Clear and complete information about your relevant employment history

5

LI, GitHub, and website links to help build additional trust



Welcome to the *Matchers world*

Matchers are tasked with the responsibility of connecting great talent to amazing opportunities.

To do this, we go through a series of well-defined steps:

- ◆ Requirements Gathering
- ◆ Searching and Filtering
- ◆ Vetting and Shortlisting
- ◆ Presenting and Preparing
- ◆ Selection and/or Rejection





How do Matchers *filter* and present *profiles*?

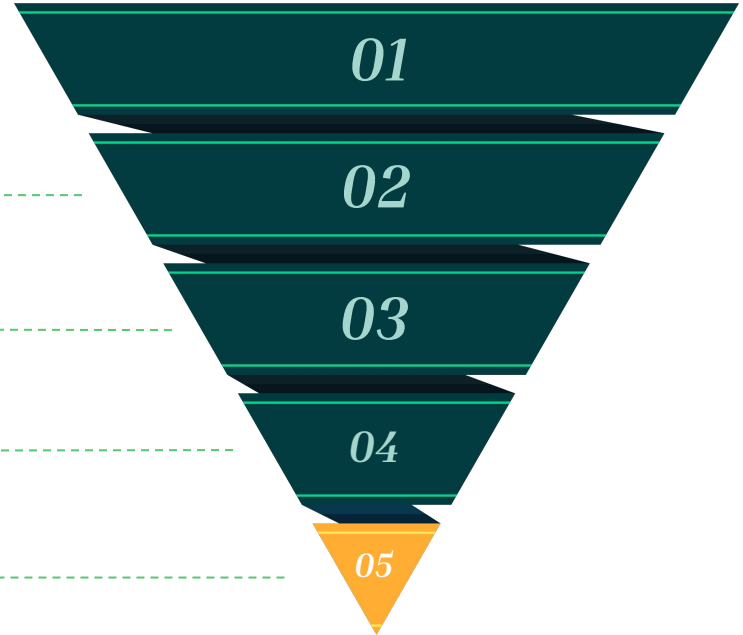
1st step: Based on must-have skills

2nd step: Based on other skills and nice-to-haves

3rd step: Based on experience and client preferences (timezone, language, etc)

4th step: Vetting calls, shortlisting, and presenting

5th step: Client interview





Do's for your Profile

1

Show rather than tell.

2

Highlight your own contributions and call out your IC/Leadership experiences

3

Make sure your profile is *comprehensible*

4

Use the *third person tense* for your Andela profile

5

Proofread. Get someone else to help review your profile

6

Update! As you progress through your career make sure to regularly update your profile. Also update your profile if needed before applying for a job and/or after vetting calls.



Don'ts for your Profile

1

Do not try and do it all by yourself the first time:

Reach out to colleagues, friends, or the Profile Editor to get a second opinion.

2

Do not copy/paste the same entry in all fields:

There is a separate section for each entry, and that's what the Matchers use to find you a perfect fit. Explain your experience differently in all fields.

3

Do not draft it once and never touch it again.

Keep updating your profile to reflect new experiences. Get into the habit of routinely updating your Andela profile and treating it like a living document, instead of a time-sucker that you only attend to when you're actively looking for work.



Q&A

Next Steps information

Contact Name

firstname.lastname@andela.com