About DOC (dropoutclub.org)

Our aspiration is to unite the global community of doctors, scientists and other biomedical professionals who seek to shape healthcare through innovative careers outside of traditional clinical and research tracks.

We focus on 3 specific objectives:

- Connect members with great opportunities that leverage their unique backgrounds and experience.
- Help employers rapidly source talent with highly specific biomedical and business experience.
- Facilitate the online and in-person exchange of ideas, insights and opportunities among our members.

Ultimately we hope that this will help improve the healthcare system by placing those who understand the real content of healthcare in leadership positions.

Contact us at contact@dropoutclub.org
Contents

Our collective goal: Be more effective at finding employment

Our conversation today:

1. The interview/hiring process
2. How to take advantage of that process
   A. Measuring yourself
   B. Being submitted
   C. Resume excellence
   D. First 3 minutes of an interview
The hiring process
The structure of a typical company

COMPANY X

- **R&D**
  - Hiring manager

- **MANUFACTURING**
  - Hiring manager

- **MARKETING**
  - Hiring manager

- **HR**
  - Recruiter
  - Recruiter
  - Recruiter

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**Hiring manager**
- Approves hiring need
- Writes job description
- Makes final hiring decision

**Recruiter**
- Finds talent
- Screens talent

“**I need this type of employee**”
From job creation to hiring someone for it

What you are doing

Apply / Submitted
- Phone screen
- Interview
- Interview 2
- Negotiate / accept

What employer is doing

Hiring manager writes job description
Recruiter posts job description
Recruiter reviews materials and screens candidate
Candidate passed to hiring manager

Hiring manager reviews and interviews candidates
Direct lead / Hiring manager interviews and makes offer

Application is placed into an ATS (applicant tracking system), possibly reviewed by resume-reading algorithms

From job creation to hiring someone for it
2A The hiring process
We apply where we should not

“What percent of applicants are reasonably qualified?”

“Depends on the position, but 4 - 6%”
- Pfizer R&D Recruiter

“5 - 8%”
- Regeneron Recruiter

“Maybe 8%”
- Thermo Fisher Scientific Recruiter

“Less than 10%”
- Genentech Recruiter

“10 - 15%”
- Merck Chemistry Recruiter

Don’t waste your time.
Thought exercise:

Our island

Who do we hire for the job?

Zombie island
For any job, ask yourself “how close to bulls-eye am I?”

Who they want to hire

Who they will actually hire

Who should not apply
Apply where you have a chance

- Proximity to bullseye always wins over potential or aspirations
  - No time to figure out your potential!
  - Aspirations not very valued by cold application reviews
  - Warm applications give you a chance to trump this!
    - Especially at small companies
- If you are close, apply!
  - Disregard 1-2 years of required experience
  - Rare skills > Area of expertise > common skills
- If you are NOT close do NOT apply
  - You only discredit yourself and annoy the employer
Being submitted
**From job creation to hiring someone for it**

**What you are doing**

- **Apply / Submitted**
- **Phone screen**
- **Interview**
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- **Negotiate / accept**

**What employer is doing**

- **Hiring manager** writes job description
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- **Interview**
- **Hiring manager reviews and interviews candidates**
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**Recruiter** posts job description

**Recruiter** reviews materials and screens candidate

Candidate passed to **hiring manager**

From job creation to hiring someone for it.
Being submitted massively increases likelihood of moving forward

- People you know who work at the company
  - Anyone there can do this. Often receive financial incentive to get this right.
  - They are leveraging their social capital. Estimate what theirs might be.

\[
\text{Social Capital} = \begin{bmatrix}
\text{Seniority at company} & \times & \text{Time at company} & \times & \text{Proximity to job} \\
\hline
\text{How unlikely by peers}
\end{bmatrix}
\]
Being submitted massively increases likelihood of moving forward

- External recruiters
  - They have your best interests in mind. Follow their instructions.
  - Typically only high-demand positions
  - You can reach out on LinkedIn! Include areas of interest in message and 2-3 brags.
Resume excellence
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Interview 2
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From job creation to hiring someone for it
## Resumes are not CVs
(See full Resume Recommendations at dropoutclub.org/resources)

<table>
<thead>
<tr>
<th>CV</th>
<th>Resume</th>
</tr>
</thead>
<tbody>
<tr>
<td>▪ Lists everything: publications,</td>
<td>▪ 1-2 page summary of experience, education and most</td>
</tr>
<tr>
<td>presentations, honors, awards,</td>
<td>relevant skills</td>
</tr>
<tr>
<td>affiliations, etc.</td>
<td>▪ For non-academic jobs</td>
</tr>
<tr>
<td>▪ For academic jobs</td>
<td></td>
</tr>
</tbody>
</table>
The case for an executive summary

1. **Quickly** articulates your **value** – “the elevator pitch”
2. Emphasizes **strengths** and highlights **transferable skills**
3. Makes you **stand out** from crowd
4. Tells **narrative** and eases **transition** from academia
5. Lets you **target employer**
The anatomy of an Executive Summary

Bullet 1
- Sell yourself in a sentence
- Highlight a characteristic, role, skillset and specialty

Bullets 2-3
- Emphasize most relevant skills tailored to job description
- Include particularly relevant experiences

Bullet 4-5
- Describe soft skills relevant to job
- Show who you are as a person
- Convey anything else impressive
Sample Executive Summary - Consultant

JIRO ONO
555-555-5555 • toro@tsukiji.edu

EXECUTIVE SUMMARY

- Entrepreneurial life sciences PhD with extensive experience in biomedical research and business. Proven leader currently managing business and community organizations.
- Elected VP Outreach of Graduate Business Club, increased membership 250%, led multiple strategy and due diligence projects evaluating biotech investments
- Co-founded Hamachi Hub, tutoring center for underprivileged youth, developed strategic plan, recruited and trained staff of 5, help manage $100K budget
- Started on-campus food delivery business, which grew to $3K annual revenues and 2 part-time employees
Sample Executive Summary – Research Scientist

GENE POSTDOC, Ph.D.

gene.postdoc@gmail.com † genepostdoc.com † 424-656-8989

SUMMARY

• Biomedical researcher with 6 years postdoctoral experience in molecular and cell biology

• First author of 8 (J Exp Med and J Clin Invest cover) and co-author of 7 manuscripts

• Utilized CRISPR/Cas9n technology to generate several mice with a SNPs and a GFP knock-in mouse

• Proficient in Illumina library preparation, sequencing and bioinformatics

• Result-oriented leader: mentored several technicians and students (BA, MS and PhD)
First 3 minutes of an interview
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A

B

C

D

From job creation to hiring someone for it

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Be prepared…

- ...for the interview:
  - Know the purpose of the interview
  - Know the company, who you are speaking with, the job posting in and out, the location of the job

- ...to give a research summary:
  - If a science job: A 3 sentence summary, with relevant nouns, positioned towards what you are applying for
  - If a non-science job: A 1-2 sentence summary of your research – at the level your grandma would like

- ...to continue to position yourself for the job:
  - Understand each question and what the desired answer would be. Be honest, just be smart.