Resume for 1st and 2nd Year B.Tech Students PDF

A first- or second-year B.Tech resume should be one page with education, skills, two or three projects, positions of responsibility and achievements. You do not need work experience. Show what you have built and learned, with links to GitHub or a live demo, and write each line as action plus tool plus result. Keep it simple, honest and easy for applicant tracking systems to read.

Key takeaways

- One page is enough; recruiters scan early-year resumes quickly.
- Projects replace work experience; describe them with what you built, the tools used and one result.
- List only skills you can answer interview questions on.
- Clubs, events, hackathons and teaching or volunteering count as experience at this stage.
- Use a simple single-column layout with standard headings so ATS software can read it.

Why you need a resume in first or second year

Early resumes are used for many things: internship applications, research internships, open source programs, hackathon registrations, club selections and scholarships. Making one early also shows you what is missing in your profile, while you still have time to fix it.

You do not need experience to write a good resume. You need to present your learning and projects clearly.

The one-page structure

Use these sections in this order:

1. **Header:** name, phone, professional email, LinkedIn URL, GitHub URL, city. No photo, date of birth or full address unless asked.
2. **Education:** B.Tech branch, college, expected graduation year, CGPA so far. Class 12 and Class 10 with board, year and percentage.
3. **Skills:** grouped as languages, tools and technologies, and core subjects.
4. **Projects:** two or three, with links.
5. **Experience or positions of responsibility:** internships if any, club roles, event organising, teaching, volunteering.

6. **Achievements and activities:** hackathons, coding contest ranks, certifications with real learning, sports or cultural achievements.

Skip a career objective unless an application asks for one. If you include it, keep it to one line about the role you want.

Writing project lines that work

Each project gets a title line and two or three bullet points.

Title line: Project name | Tech stack | GitHub or live link

Bullet formula: action verb + what you built + tools + result or scale

Weak:

- "Made a website using HTML and CSS."

Better:

- "Built a responsive college event website with HTML, CSS and JavaScript, with a registration form and schedule page; used by our club for two events."
- "Added form validation and stored registrations in Google Sheets through a simple API."

Results do not have to be big numbers. "Used by 40 classmates", "reduced manual work for the club" or "deployed on GitHub Pages" are fine, as long as they are true.

Good project ideas for early years

- A personal portfolio website
- A to-do or notes app with login and a database
- A weather or news app using a public API
- A Python script that automates a real task, such as renaming files or scraping public data for a club
- A simple data analysis of a public dataset with charts
- A small game in Python or JavaScript
- A basic Arduino or embedded project for non-CS branches

One project you understand deeply beats five copied from tutorials.

The skills section

Group skills and be honest:

- **Languages:** C, Python
- **Web:** HTML, CSS, JavaScript (basic)
- **Tools:** Git, GitHub, VS Code, Linux command line
- **Core:** Data structures (basic), OOP

Avoid skill bars and percentages. Do not list a skill you used once in a tutorial. Interviewers often pick a listed skill and ask questions about it.

Experience when you have none

Count anything where you took responsibility or worked with others:

- Club member or coordinator: "Coordinated a 2-day coding workshop for 60 first-year students."
- Event volunteer at a tech fest
- Teaching juniors or tutoring school students
- Freelance or family business work, such as making a website for a local shop
- NSS, NCC or social volunteering

Use the same action-plus-result style.

Achievements

- Hackathon participation and any rank or prize
- Coding contest ratings or ranks, stated exactly
- Scholarships and academic awards
- Certifications where you completed graded work, such as NPTEL with the result
- Sports, music or debate achievements, briefly

Formatting rules

- **One page, single column.** Simple layouts are easier for applicant tracking systems (ATS) and humans.
- **Standard headings:** Education, Skills, Projects, Experience, Achievements.
- **One clean font** at 10 to 12 point size, consistent spacing, clear margins.
- **Save as PDF** with a clear file name: FirstName-LastName-Resume.pdf.
- **Links must work.** Click every one before you send.
- **No spelling mistakes.** Read it aloud once and ask a friend to check.

A sample layout

Section	Example content
Header	Name, phone, email, LinkedIn, GitHub, city
Education	B.Tech Computer Science, College, 2025 to 2029, CGPA 8.4 (till Sem 3)
Skills	Python, C, HTML, CSS, JavaScript, Git, SQL basics
Project 1	Expense Tracker, Python and SQLite, GitHub link, two bullets
Project 2	Club Website, HTML, CSS, JS, live link, two bullets
Experience	Technical Team Member, Coding Club, two bullets
Achievements	Hackathon finalist, NPTEL course with result, scholarship

How to keep improving it

- Update it at the end of every semester.
- Replace weaker projects with stronger ones as you grow.
- Make a slightly different version for different roles, for example one for web and one for data.
- Ask a senior who got a good internship to review it.
- Use Uncodemy's free resume tools to check structure and keywords.

Tailoring for different applications

The same base resume can be adjusted in a few minutes for each type of application:

- **Software internship:** put the strongest coding project first and list languages and tools at the top of skills.
- **Data or AI internship:** lead with an analysis or ML project, and mention SQL, Python libraries and any dashboard work.
- **Research internship:** add relevant coursework, any report or paper you wrote, and the professor or lab you worked with.
- **Club or fest selection:** move positions of responsibility and events above projects.
- **Scholarship:** keep academic results and achievements prominent.

Save each version with a clear name so you do not send the wrong one.

Mistakes to avoid

- Two or three pages for a first-year resume
- Fancy templates with icons, columns and skill bars
- Copying a senior's resume and changing the name
- Listing every online course as a certification
- Unprofessional email IDs
- Lying about skills, ranks or experience; it is easy to check and ends applications

A 30-minute action plan

1. Write your header and education (5 minutes).
2. List your skills honestly (5 minutes).
3. Write two project entries with the bullet formula (10 minutes).
4. Add one club or volunteering entry and achievements (5 minutes).
5. Check formatting, links and spelling (5 minutes).

Get feedback before you send it

Ask two people to read your resume: a senior who recently got an internship, and a faculty member or mentor. Ask them one question: "What is the first thing you notice, and what would you remove?" Fix the clearest points they raise, then send it out.

Frequently asked questions

Can a first-year B.Tech student make a resume?

Yes. Use education, skills, two or three projects, club roles and achievements. You do not need work experience.

How long should a resume be for a 1st or 2nd year student?

One page. Recruiters scan early-year resumes quickly, and one page forces you to keep only the strongest points.

What projects should I put on my first resume?

Projects you built and understand, such as a portfolio site, a small app with a database, an API-based app or a data analysis, with GitHub or live links.

Should I include CGPA on my resume?

Yes, include your CGPA so far along with Class 10 and 12 marks. Many internship programs ask for it.

Do online course certificates help on a resume?

Only those with real learning and graded work, such as NPTEL with a result. List a few relevant ones, not every short course.

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Sources and further reading

- Harvard FAS Mignone Center for Career Success: resume and cover letter resources
- GitHub Docs: managing your profile README
- Uncodemy Resume ATS Checker

About this PDF

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