

CV TEMPLATE

CURRICULUM VITAE

(General format for graduate students and postdocs by Joerg Schlatterer)

NAME

CONTACT INFORMATION

EDUCATION

Start with your highest degree and proceed in reverse chronological order indicating date, degree, and institution.

PROFESSIONAL EXPERIENCE

List each position, institution and dates in reverse chronological order. Describe your achievements and responsibilities for each position.

PUBLICATIONS

List each citation in reverse chronological order (most recent first) starting with authors (same order in which they appear in the publication), complete title, followed by the Journal, volume number, page, year.

Sub-headings can include:

- Peer-reviewed Journals
- Manuscripts submitted
- Book Chapters
- Presentations (poster and oral presentations)
- Patents

PROFESSIONAL SOCIETY MEMBERSHIP

HONORS AND AWARDS

FUNDING

REFERENCES (name, title, institution, phone, email)

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Additional CV categories can include:

SKILLS

sub-headings can include:

- Technical Skills
- Computer Skills
- Language Skills

TEACHING EXPERIENCE

Name (on every page)