

**Firstname MI Lastname, PH.D.**

*Address • City, ST ZIP*

*Phone number • fax number*

*email address*

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**PROFESSIONAL PROFILE**

- List descriptive phrases highlighting professional skills and accomplishments
- List descriptive phrases highlighting professional skills and accomplishments
- List descriptive phrases highlighting professional skills and accomplishments
- List descriptive phrases highlighting professional skills and accomplishments
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**EDUCATION**

**Doctor of Philosophy in Discipline**, Name of University, City, ST, Year

SUPPORT AREA: List Area

DISSERTATION: *Title*

**Master of Arts in Discipline**, Name of University, City, ST, Year

SUPPORT AREA: List Area

THESIS: *Title*

**Bachelor of Science in Major**, Name of University, City, ST, Year

**ACADEMIC HONORS AND AWARDS**

- Recipient, Award for Research Excellence, Name of University, City, ST, Year
- Nominee, Award for Teaching Excellence, Name of University, City, ST, Year
- Professional Association Doctoral Consortium Fellow, 1991
- *XXXXXXXXX* Achievement Award, Name of University, City, ST, Year
- Outstanding Graduate, College of XXX, Name of University, City, ST, Year

**ACADEMIC/TEACHING EXPERIENCE**

**Job Title**, Name of University, City, ST, Year to Year

- Past tense action word phrases describing skills, scope of experience, quantifiable results
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**Job Title**, Name of University, City, ST, Year to Year

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**COURSES TAUGHT**

**Undergraduate**

- Names of courses listed here
- Names of courses listed here
- Names of courses listed here
- Names of courses listed here
- Names of courses listed here

**Graduate**

- Names of courses listed here
- Names of courses listed here
- Names of courses listed here
- Names of courses listed here
- Names of courses listed here

**COURSES DEVELOPED AND INTRODUCED**

- Names of courses listed here
- Names of courses listed here
- Names of courses listed here
- Names of courses listed here
- Names of courses listed here
- Names of courses listed here

**TEACHING INTERESTS**

- Names of your teaching interests listed here
- Names of your teaching interests listed here
- Names of your teaching interests listed here
- Names of your teaching interests listed here
- Names of your teaching interests listed here

**TEACHING EVALUATIONS**

- Quantitative scores nearly always exceed 4 on a 5-point scale in which 5 is top score.
- See *Teaching Evaluation Supplement to CV*, with detailed quantitative and qualitative teaching evaluations, available upon request.

**HIGHLIGHTS OF PROFESSIONAL EXPERIENCE**

- **Job Title**, Name of Organization, City, ST, Year to Year
- Past tense action word phrases describing skills, scope of experience, quantifiable results
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- Past tense action word phrases describing skills, scope of experience, quantifiable results

**Job Title**, Name of Organization, City, ST, Year to Year

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**Job Title**, Name of Organization, City, ST, Year to Year

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- Past tense action word phrases describing skills, scope of experience, quantifiable results

## **SCHOLARLY CONTRIBUTIONS**

### **Refereed Journal Publications**

- Last, First. (Year), "Title," *Name of Journal*
- Last, First. (Year), "Title," *Name of Journal*
- Last, First. (Year), "Title," *Name of Journal*

### **Magazines and Newsletters**

- Last, First. (Year), "Title," *Name of Magazine*
- Last, First. (Year), "Title," *Name of Magazine*

### **Books**

- Last, First. (Year), *Title of Book*, Third Edition. City, ST: Name of Press Company
- Last, First. (Year), *Title of Book*, Third Edition. City, ST: Name of Press Company

### **Presentations and Workshops**

- Last, First. (Year), "Title of Presentation." Past tense action word phrases describing workshop or presentation
- Last, First. (Year), "Title of Presentation." Past tense action word phrases describing workshop or presentation
- Last, First. (Year), "Title of Presentation." Past tense action word phrases describing workshop or presentation

### **Book Reviews**

- Last, First. (Year), Review of *Book*, Location of Review, Aug. 18. URL: <http://www.xxx.com>
- Last, First. (Year), Review of *Book*, Location of Review, Aug. 18. URL: <http://www.xxx.com>

## **RESEARCH INTERESTS**

- List research interests here:
- List research interests here; if interrelated list in groups like this:
  - General interest area including:
    - Subtopic
    - Subtopic
    - Subtopic

## **PROFESSIONAL SERVICE**

- Reviewer (ad hoc), *Journal*, Year to Year
- Editorial Board Member, *Magazine* (Year), Publishing, Inc.

## **UNIVERSITY SERVICE**

- Title, Organization, Description of service, year to year
- Title, Organization, Description of service, year to year
- Title, Organization, Description of service, year to year
- Title, Organization, Description of service, year to year
- Title, Organization, Description of service, year to year

## **COMMUNITY SERVICE**

- Title, Organization, Description of service, year to year
- Title, Organization, Description of service, year to year

## **PROFESSIONAL AFFILIATIONS**

- Name of organization, dates affiliated
- Name of organization, dates affiliated
- Name of organization, dates affiliated
- Name of organization, dates affiliated

## **PROFESSIONAL DEVELOPMENT**

### **Conferences**

- Name of Professional Conference, City, ST, Month Year
- Name of Professional Conference, City, ST, Month Year
- Name of Professional Conference, City, ST, Month Year
- Name of Professional Conference, City, ST, Month Year
- Name of Professional Conference, City, ST, Month Year

### **Classes and Workshops**

- Name of Professional Event, City, ST, Month Year
- Name of Professional Event, City, ST, Month Year
- Name of Professional Event, City, ST, Month Year
- Name of Professional Event, City, ST, Month Year
- Name of Professional Event, City, ST, Month Year