YOUR NAME

Phone: (000) 000-0000   Mailing Address
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This CV template provides an example of how to structure your curriculum vitae using a table format. Watch out for sections being split across multiple pages. You may need to insert more rows and create headings such as "Publications (continued)", or add white space to fix widow/orphan lines. *Don't forget to change your name in the footer*. Visit Vertex42.com for more information about writing your CV.

EDUCATION	**PhD**	**University Name**, Electrical Engineering, *Date* Dissertation: "Title" Committee: Name (chair), Name, Name
	MS	**University Name**, Electrical Engineering, *Date* Thesis: "Title" Advisor: Name
	BS	**University Name**, Electrical Engineering, *Date* Graduated Summa Cum Laude Minored in Mathematics Major GPA: 3.7/4.0, Overall GPA: 3.4/4.0
HONORS AND AWARDS	List relevant awards, fellowships, honors, grants, and academic distinctions in reverse chronological order. Include a short description if necessary. **Title of Award**, 2008 Brief description **Title of Fellowship**, 2005 Brief description **Title of Grant**, 2005 Brief description	
RESEARCH EXPERIENCE	If you are applying for a teaching position, you might want to list the teaching experience section before the research experience section. Highlight important accomplishments, skills, and projects using concise sentences, beginning with an action verb. Complete sentences are not necessary. Be consistent in your grammatical style. **Dissertation**, Name of Institution, Location, Dates Advisor: Name	

- Skill/Accomplishment/Project
- Skill/Accomplishment/Project

Institution/Company/Organization, Location, Dates
Position, Lab or Advisor Name
- Skill/Accomplishment/Project
- Skill/Accomplishment/Project

Company/Organization, Location, Dates
Position
- Skill/Accomplishment/Project
- Skill/Accomplishment/Project

TEACHING EXPERIENCE

When listing courses, include a brief description so that the course can be compared to a similar course at another university. You might want to include the typical number of students in the course as well as list your responsibilities such as developing course materials, lecturing, grading, developing the syllabus, etc. How you decide to list or group your courses, skills, teaching methods, roles, and responsibilities will depend on your amount of experience. The examples below are just a few ideas.

Name of University, Location
Associate Professor, Department, Dates
- Taught *Name of Course*, an undergraduate course averaging 120 students per semester, covering the following topics: topic, topic, topic, topic
- Developed quizzes, exams, and homework
- Revised the syllabus to meet accreditation standards
- Coordinated grading and labs with a team of 4 teaching assistants

   Doctoral Students Advised
   Name, "Thesis Title", Date Graduated
   Name, "Thesis Title", Date Graduated
   Name, "Thesis Title", Date Graduated

   Masters Students Advised
   Name, "Thesis Title", Date Graduated
   Name, "Thesis Title", Date Graduated
   Name, "Thesis Title", Date Graduated

Name of University, Location
Teaching Assistant, Department, Dates
- Highlight important projects, duties, skills, and responsibilities following a consistent grammatical style

PUBLICATIONS   List your publications in reverse chronological order. Use an acceptable reference format commonly used in your field. Group your publications into different categories if you have a sufficient number to do so.

Books

Lastname, F.M., Book Title, Location:Publisher, 2008.

Journal Publications

Lastname, F.M., Lastname, F.M., and Lastname, F.M., "Article Title," Journal Name, vol. 1, no. 3, 2008, pp. 503-509.

Lastname, F.M., Lastname, F.M., and Lastname, F.M., "Article Title," Journal Name, vol. 1, no. 3, 2008, pp. 503-509.

Journal Papers Accepted

Lastname, F.M., Lastname, F.M., and Lastname, F.M., "Article Title," To be published in: Journal Name.

Lastname, F.M., Lastname, F.M., and Lastname, F.M., "Article Title," To be published in: Journal Name.

Journal Papers in Review

Lastname, F.M., Lastname, F.M., and Lastname, F.M., "Article Title," Submitted to: Name of Journal.

Lastname, F.M., Lastname, F.M., and Lastname, F.M., "Article Title," Submitted to: Name of Journal.

Conference Papers

(Peer-Reviewed)
Lastname, F.M. and Lastname, F.M., "Article Title," Proceedings of Conference Name, Nov. 17-18, 2008, PAPERID-000000, pp. 503-509.

Lastname, F.M. and Lastname, F.M., "Article Title," Proceedings of Conference Name, Nov. 17-18, 2008, PAPERID-000000, pp. 503-509.

(Abstract-Reviewed)
Lastname, F.M. and Lastname, F.M., "Article Title," Proceedings of Conference Name, Nov. 17-18, 2008, PAPERID-000000, pp. 503-509.

Lastname, F.M. and Lastname, F.M., "Article Title," Proceedings of Conference Name, Nov. 17-18, 2008, PAPERID-000000, pp. 503-509.

Conference Papers in Review

Lastname, F.M. and Lastname, F.M., "Article Title," Proceedings of Conference Name, Nov. 17-18, 2008, PAPERID-000000, pp. 503-509.

Lastname, F.M. and Lastname, F.M., "Article Title," Proceedings of Conference Name, Nov. 17-18, 2008, PAPERID-000000, pp. 503-509.

PATENTS
InventorLastName, F.M., InventorLastName, F.M., "Title of Invention," Unites States Patent, No. 0000000.

InventorLastName, F.M., InventorLastName, F.M., "Title of Invention," Unites States Patent, No. 0000000.

PRESENTATIONS AND INVITED LECTURED
Paper Presentation, "Title of Paper," *Name of Conference*, Date.

Keynote Address, "Title of Presentation," *Name of Conference*, Date.

Workshop, "Title of Presentation," *Name of Workshop*, Date.

PROFESSIONAL TRAINING
Seminar or Workshop
Name of Institution, Location, Date
Description: Include a brief description, if necessary.

ABC Certification, Name of Organization], Date
Description: Include a brief description, if necessary.

Company/Organization, [Position], [Department], (Dates)
- Skill/Accomplishment/Award/Certification
- Skill/Accomplishment/Award/Certification

PROFESSIONAL AFFILIATIONS
Name of Organization, 2001-Present
Description of role or responsibilities, if applicable.

Name of Organization, 2000-Present
Description of role or responsibilities, if applicable.

PROFESSIONAL SERVICE
Symposium Co-Organizer
Name of Conference, Symposium, Year

Peer-Reviewed Articles for:
- Name of Journal

- Name of Journal

COMMUNITY SERVICE	**Organization** [Title/Position/Duty], [Location], Dates
	Science Fair Judge [Name of Fair], [Location], Dates
LANGUAGES	List the languages that you know, along with your level of proficiency. Use an appropriate proficiency scale such as the ACTFL which provides guidelines for Novice, Intermediate, Advanced, Superior, and Distinguished levels in Listening, Speaking, Reading, and Writing.
	English: Native Language
	Spanish: Intermediate Listener, Novice Speaker, Advanced Reading and Writing
COMPUTER SKILLS	It may be useful to provide a summary of your relevant skills, such as your computer skills. You could list your skills using a consistent format such as
	Programming: skill 1, skill 2, skill 3, skill 4
	Applications: skill 1, skill 2, skill 3, skill 4
	Platforms: skill 1, skill 2, skill 3, skill 4
OTHER	Eagle Scout U.S. Citizen
REFERENCES	**Dr. Albert Jones**, [Title] [Department Name] [University Name] [Mailing Address] Phone: [Phone #] Email: [email address]
	Dr. Anne Smith, [Title] [Department Name] [Company Name] [Mailing Address] Phone: [Phone #] Email: [email address]