

# 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)

.....

*Additional CV categories can include:*

### SKILLS

*sub-headings can include:*

Technical Skills

Computer Skills

Language Skills

### TEACHING EXPERIENCE

*Name (on every page)*