

# SAMPLE CV

*Notes: Your CV should be 2-4 pages in length // confirm discipline specific formats or requirements*

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## YOUR NAME

Phone number | Email | Address | LinkedIn URL

### EDUCATION

**PhD**, Discipline Area

Expected Month 20XX

*University of Houston, Houston, TX*

- *Dissertation*: title or topic

**MS/MA (if applicable)**, Discipline Area

Month 20XX

- *University Name*
- *Master's Thesis*: title or topic (if applicable)

**BA (or other Bachelor's degree)**, Discipline Area

May 20XX

- *University Name*

### SUMMARY OF RESEARCH SKILLS *(optional section, examples below)*

Project management \* grant and proposal writing \* research methodology & design \* Institutional Review Board clearance

### RESEARCH INTERESTS *(optional section, examples below)*

Obesity \* obesity related co-morbidities \* physical activity \* nutrition \* social support \* technology-based health interventions

### AWARDS AND HONORS

- Funding Agency (agency or departmental/university award), Type or Title of Award, 20XX-20XX, amount (optional)
- This section demonstrates how you are recognized by your department or professional organizations
- Award amounts may demonstrate your ability to win grants or manage funds

### RESEARCH EXPERIENCE

**Dissertation Research**

Month 20XX - Present

*UH School/Department, Houston, TX*

- Begin each bullet with a skills-based action verb
- Be sure to quantify your accomplishments, not just describe tasks and responsibilities

### TEACHING & MENTORING EXPERIENCE

**Title**

Month 20XX & Spring 20XX

*Course(s) Name*

- Begin each bullet with a skills-based action verb
- Use keywords that demonstrate your knowledge of the field and technologies as appropriate

### PROFESSIONAL EXPERIENCE

**Title**

Month 20XX – Month 20XX

*Company/Organization, City, State or Country*

- Begin each bullet with a skills-based action verb
- Be sure to quantify your accomplishments, not just describe tasks and responsibilities

### PUBLICATIONS AND PRESENTATIONS

*Publications*

- Use the citation structure appropriate for your discipline.
- Bold your name within the list of authors

*Oral Presentations*

- You may have separate sections (accepted, guest lecturer, etc)

### PROFESSIONAL AFFILIATIONS

Include memberships and leadership roles

### COMMUNITY SERVICE AND OTHER ACTIVITIES

This section may be set up the same as the experience sections above or a simple list of organizations, roles/titles, and dates depending on space.

### REFERENCES