A CV includes more information than a typical resume and is more appropriate for job applications in academia (postdocs, faculty positions, etc.). Below are some common sections to include on a CV. Choose sections that are relevant to your background and add additional sections as necessary. It is also helpful to look at the CVs of your professors to get a sense of style and content for your field.

Tips

- Student CVs are typically 2-3 pages; include your name and page numbers on each page

- Keep formatting consistent and simple: 10-12pt font; 0.5-1inch margins; no tables, graphics, or colors

- List experiences in *reverse* order (most recent items listed first)

- Do not include personal information (gender, marriage/family status, race/ethnicity, nationality, etc.)

- References should be listed on a separate page and only provided upon request

Sections

Include sections that are relevant to your background and add additional sections as necessary. Review the CVs of your professors for examples of style and content relevant to your field.

CONTACT INFORMATION
Name, email, phone number, address, website URL, LinkedIn URL

EDUCATION
Institution, Location, Graduation Date
Degree and Field
- Dissertation Title; Advisor Name (optional)

HONORS & AWARDS
Award, Date
Only include significant awards and grants relevant to your research. You can also include a brief explanation (E.g. "Prize awarded to top 1% of graduating students).

RESEARCH EXPERIENCE
Institution/Organization, Location, Start/End Date
Position, Laboratory Name and/or Supervisor
- Description of research, techniques, outcomes, and duties.

TEACHING EXPERIENCE
Institution, Location, Start/End Date
Position, Course Title
- Description of duties, topic areas, students, etc.

WORK/INTERNSHIP EXPERIENCE

Organization, Location, Start/End Date
Position
- Description of activities and accomplishments

PUBLICATIONS

List articles, abstracts, reviews, etc. in standard citation format.

CONFERENRENCE PRESENTATIONS/POSTERS

Conference, Location, Date
Presentation or Poster Title

PROFESSIONAL AFFILIATIONS

Association, Leadership Position (if applicable), Date

TECHNICAL SKILLS

List relevant research techniques/methodologies, software programs, and computer languages.

CERTIFICATIONS

Certification name, ID number (if applicable), Date