### (Sample Curriculum Vitae)

### PUT YOUR NAME HERE

*Contact Information (street address, city, state, zip code)*

*(email, home telephone, cell)*

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| **DEGREES** | **Ph.D. Field of Study, The University of Iowa, Iowa City, month, 200x**  *Add dissertation title or topic if title seems insufficiently descriptive or has not yet been finalized. (Advisor's name should be included if recognized in field of study.)**List other degree(s) earned or in progress and date granted.***M.A. Field of Study, Graduate College, City, State, 200x***Add thesis title. (Advisor's name should be included if recognized in field of study.)***B.A. Field of Study, Undergraduate College, City, State, 200x***Other colleges attended or international study may be listed.*  |
| ACADEMIC HONORS  | *List honors, scholarships, fellowships, etc.***Presidential Scholarship****Phi Beta Kappa** |
| RESEARCH INTERESTS | *List research areas and/or topics. (Optional category; helps reader focus on your areas of expertise.)***Economics and Crime****Role of technology in global economics** |
| TEACHINGINTERESTS | *List of possible courses. (Optional category; helps reader focus on your areas of expertise.)***Sustainable Economic Development**  |
| UNIVERSITYEXPERIENCE | **Teaching Assistant, Department Name, The University of Arkansas, 200x – 200x***Describe duties, especially if position included considerable responsibility for presenting material and evaluating student progress. Short phrases with active verbs preferred over complete sentences. For example:** **Taught two sections of Microeconomics. Duties included course**

 **instruction, student advising and assessment, and course evaluation.****Research Assistant, Department Name, The University of Arkansas, 200x – 200x***Describe responsibilities, skills/techniques exercised. Include nature of project and principal investigator's name (optional).** **Assisted in the review of new economics textbook. Evaluated books,**

 **wrote reviews and participated in discussion sessions** ….  |
|  |  *Your name here page 2* |
| PUBLICATIONS/ PRESENTATIONS  | *List articles published or in press.**List presentations at conferences or scientific meetings, including conference name,* *organization, location, date.**Follow bibliographic style appropriate to academic discipline (APA, Chicago, etc.).**Artists list exhibitions, performances, repertory, etc.* |
| PROFESSIONALEMPLOYMENT | *List job title, employer, location, and date.***Program Manager, Technology Division, University of Arkansas, Fayetteville, 200x – 200x***If warranted, describe position by using short phrases with active verbs. For example:** **Supervised a staff of 13 individuals including database specialists,**

 **computer programmers, instructional designers, and** …. |
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| RECOGNITION/ACHIEVEMENTS | *List grants, awards, prizes, exhibitions, performances, leadership roles, etc.***Excellence in Teaching Award, 200x****Senator, Graduate Senate, 200x – 200x** |
| TECHNOLOGY SKILLS | *List software packages, hardware or specialized skills.***Statistical Programs: SAS, SPSSx, SPSS/PC****Database Software: Access** |
| LANGUAGES | *List language(s) and ability level.***Spanish (native speaker)****Italian (reading knowledge)** |
| MEMBERSHIPS | *List of professional affiliations, professional associations (including student memberships)***.** **National Association for Business Economists****National Economic Research and Data Service** |
| PROFESSIONALMATERIALS | ***e*Portfolio/*e*Resume:** *add URL here or indicate writing samples available upon request.**Indicate references available upon request. Names and addresses of references may be listed on a separate sheet entitled “Reference Listing.”* |