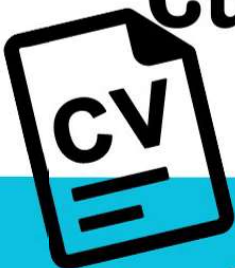


# What is a CV?

## Curriculum Vitae = Course of Life

### Why a CV?



- HIGHLIGHTS YOUR PROFESSIONAL AND ACADEMIC HISTORY
- INCLUDES ACHIEVEMENTS AND AWARDS, WORK EXPERIENCE, SCHOLARSHIPS OR GRANTS, COURSEWORK, RESEARCH PROJECTS, PUBLICATIONS, ETC.
- PRIMARILY FOR JOBS IN ACADEMIA OR OUTSIDE THE US

## CV

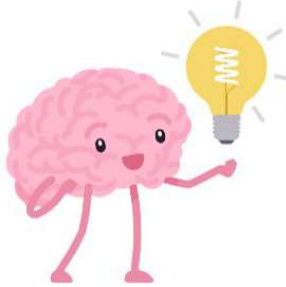
## Resume

Longer  
More detailed  
Focus on academic  
achievements  
Can be several pages

Education,  
Experience,  
skills

Shorter  
Concise  
Used often in US  
Only  
skills/education  
pertaining to job





# **What Should Be included in a CV?**

**Include your full name, address, phone number, and email address. Make sure this section is easily accessible at the top of your CV.**

## **\*Academic History:**

**List all your schooling, starting from high school and continuing through any postdoctoral education you've completed.**

**Include the degree titles, graduation years, and the names of the institutions where you studied.**

## **\*Professional Experience:**

**Detail your work history, including:  
The organizations where you worked.  
Your job titles.**

**The dates you were employed.**

**A summary of your responsibilities and achievements in each role.**

## **\*Qualifications and Skills:**

**Highlight relevant skills that align with the job you're applying for.  
Mention any certifications, licenses, or specialized training you've acquired.**

## **\*Publications and Presentations:**

**If applicable, include a section on your research publications, conference papers, and other scholarly work.**

## **\*Awards and Honors:**

**List any academic awards, scholarships, or professional recognitions you've received.**

**Remember that a CV is typically longer than a traditional resume and can be two or more pages in length. Properly formatting your CV is essential to make it clear, professional, and easy to read.**