**Firstname Lastname**

**[Optional] 1 Example Street, example town, county, postcode**

**example@email.com**

**Telephone numbers**

**[Optional] Social media profiles**

## Personal Profile

This is where you would tell the employer about your skills and strengths, as well as your research interests. Use words from the job description here to show the employer how suitable you are for the role.

## Education/Qualifications

Start with the most recent and / or highest level of qualification.

**Institution/Body, years attended (from – to)**

* Qualification (BSC, BA, MA, PHD)
* If PHD: Course Title (abstract in Appendix 1)
* Supervisor: Name, Department, Institution
* Year achieved

**Institution/Body, years attended (from – to)**

* Qualification (BSC, BA, MA, PHD) Course Title/subject
* Modules included (for HE courses only) module description, module description and module description
* Awarding body (if applicable), year achieved

**Institution/Body, years attended (from – to)**

* Qualification (BSC, BA, MA, PHD) Course Title/subject
* Modules included (for HE courses only) module description, module description and module description
* Awarding body (if applicable), year achieved

## Teaching/Supervising Experience

Start with the most recent teaching role and work backwards.

Include brief details of your role and responsibilities.

**Job title, company/institution name and location, date started – date finished (or to present)**

* Include details of your role and responsibilities. Make sure you include tasks that match the job you are applying for where possible

**Job title, company/institution name and location, date started – date finished (or to present)**

* Include details of your role and responsibilities. Make sure you include tasks that match the job you are applying for where possible

## Publications

List papers or articles you have had published. Start with most recent and work backwards.

* Lastname I, Lastname I, Lastname I 'Article title' (Year of publication) Publication Title edition number:start page-end page
* Lastname I 'Article title' (Year of publication) Publication Title edition number:start page-end page

## Research Skills

List your main research skills.

* Research skill
* Research skill
* Research skill
* Research skill

## Conferences and Presentations

Include details of conferences you’ve contributed to.

* Conference title and year workshop/presentation/paper on ‘Title’
* Conference title and year workshop/presentation/paper on ‘Title’

## Awards

Include details of any awards received.

* Xx award, year, for reason
* Xx award, year, for reason

## Professional Associations

Include details of memberships you have with professional organisations.

* Organisation or chartered status and letters, level of membership

## Other Qualifications

* Certificate/qualification details

## Employment History

For jobs not already listed within teaching experience above, start with the most recent job and work backwards.

Include brief details of your role and responsibilities.

You may wish to include here any work experience or voluntary work you have done.

**Job title, company name and location, date started – date finished (or to present)**

* Include details of your role and responsibilities. Make sure you include tasks that match the job you are applying for where possible

**Job title, company name and location, date started – date finished (or to present)**

* Include details of your role and responsibilities. Make sure you include tasks that match the job you are applying for where possible.

## [Optional] Hobbies/Interests

List hobbies that can show your skills and strengths or are relevant to the job you are applying for.

* First item
* Next item

## References

* Name – institution, telephone, email
* Name – intstitution, telephone, email