

Name

Street address
City, State, Zip
(575) phone number
Email address

EDUCATION

Eastern New Mexico University – Portales, NM

expected May 2009

Bachelor of
Minor
GPA:

HONORS/AFFILIATIONS

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RESEARCH INTERESTS

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TEACHING INTERESTS

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RELATED EXPERIENCE

Research

Job Title, Company – include department if necessary

City, State, month year – month year

- 2 or 3 bullet points

Teaching

Job Title, Company – include department if necessary

City, State, month year – month year

- 2 or 3 bullet points

PUBLICATIONS

ABSTRACTS

These are categories that may be more relevant for an undergraduate student. Feel free to add any of these categories that are appropriate for you

INFORMATION TO INCLUDE ON A CV

The organization and presentation of your CV is extremely important. Your presentation will be judged largely on the number and nature of listings. Review your total universe of material before deciding what to include, what to feature, and what to omit. Review all potential data in the following categories:

Degrees	Study abroad	Volunteer experience	Appointments
Dissertations	Teaching	Service	Consulting
Theses	Workshops	Languages	Practica
All other college studies	Continuing education	Additional activities	Travel (non tourist)
Clinics	Seminars	Technical skills	Laboratory skills
Training	Conferences	Computer skills	Sports
Specialization	Symposia	Licenses	Awards
Expertise	Publications	Credentials	Bibliography
Profession	Translations	Honors	Addenda
Interests	Presentations	Scholarships	Affiliation
Employment	Papers	Fellowships	Pro bono
Class projects	Lectures	Assistantships	Committees
Research	Exhibitions	Grants	