**CURRICULUM VITAE (CV) TEMPLATE**

**First Name Last Name**

Phone · Email · City, State

LinkedIn (optional)

**EDUCATION**

School Name, City, State

Degree and Major Anticipated XX/20XX

(i.e., Bachelor of Science: Business Administration, Marketing)

Another School Name, City, State

Degree and Major Graduated or Dates Attended XX/20XX

**RELEVANT COURSEWORK** *(classes, projects, papers)*

Course Name Start Date XX/20XX-End Date XX/20XX

* Action Verb *(describe knowledge or skills attained through coursework)*
* Action Verb (*no more than 3-5 bullets)*

Project Name, Role Start Date XX/20XX-End Date XX/20XX

* Action Verb *(describe skills attained through project*)
* Action Verb (*no more than 3-5 bullets)*

**TEACHING/ ADVISING EXPERIENCE** *(most recent or relevant first)*

Department, University Start Date XX/20XX-End Date XX/20XX

Position Title

* Action Verb *(describe responsibilities and accomplishments)*
* Action Verb *(no more than 3-5 bullets, unless it’s your only job)*
* Action Verb *(present job, use present tense; past job, use past tense)*

Department, University Start Date XX/20XX-End Date XX/20XX

Position Title

* Action Verb
* Action Verb
* Action Verb

**ASSOCIATIONS/AFILLIATIONS**

Organization Name, Role Start Date XX/20XX-End Date XX/20XX

Organization Name, Role Start Date XX/20XX-End Date XX/20XX

**SKILLS**

Computer Skills

Language Skills

Other