**This is an EXAMPLE template provided by HBCU-DAP to help build and organize a CV.**

**Sections are organized in tables to make it easier to move sections around. Delete any sections you do not need. Duplicate a table to create a new section.**

**Once complete, you can remove the visibility of the table lines by: Highlighting Table, Clicking Table Design Tab, and Choosing ‘Plain Table’ option**

**Name**

Linked in URL (if applicable) | Email| Phone Number | City,State

**EDUCATION** (FOR EACH INSTITION, DEGREE GRANTING AND NON-DEGREE GRANTING EDUCATION)

Degree

Instituions

City,State

Graduation Date

**Research Interests**

One sentence describing research interests

**Research Experience** (for each research experience)

|  |  |
| --- | --- |
| **Research Assistant** | Start Date – End Date |
| Institution or Company, Department |  |
| **Mentor**:  |  |
| **Project**:  |
| **Research Description**: 1-2 sentences |
| **Technical Skills**: What Technical Skills did you use/learn |

**Publications** (bold you name in the author section of each publication)

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| --- |
| **Manuscripts** |
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| **Abstracts** |
| **Authors**. *Title***.** Year Conference – Section. City, State |

**Presentations**

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| **Oral Presentations** |  |
| *Presentation Title* | Date |
| Conference, City, State |  |
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| **Poster Presentations** |  |
| *Poster Title* | Date |
| Conference, City, State |  |
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| **INIVITED TALKS** |  |
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**Teaching and Mentorship**

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| --- | --- |
| **Your Title**, Institution/Company/Program | Date(s) |

**Diversity, Equity, and Inclusion in Science**

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| --- | --- |
| **Your Title**, Institution/Program/Organization, etc… 1 sentence describing what you did (or bullet points). Link if applicable | DATE(S) |
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**Institutional Service**

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| --- | --- |
| **Your Title/Role,** Program/Event | date(s) |
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**Honors and Awards**

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| Award, institution/program/company/organization | date |
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**Research Support**

|  |  |
| --- | --- |
| Grant Title. Funding Entity. | Dates of funding |
| Principal Investigator:  |  |
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**Professional activities/Memberships**

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| --- | --- |
| Professional Society – Member and any other roles | Date(s) |
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**volunteer activities**

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