**Forename Surname (PhD/MS) | Academic Title**

**Location: xxxxxxx**

**Telephone: xxxxxxxxxxx**

**Email: xxxxxxxxxxxxx**

Professional profile

Summarise your career from both an academic and workplace standpoint being sure to include your highest academic achievements, along with types of organisations you have worked for and commercial work you have been involved in. Also add any notable research and publications.

Career summary

**mmm yyyy – Present Company Name, Location (Optional)**

**Role Title**

*Outline*

Give a high-level overview of the role to show how you fit into the organisation and what the overall goal of your role is. 1-3 lines should be enough.

*Key responsibilities*

* Detail your responsibilities and showcase as much of your skills and knowledge as possible
* Use professional language and show how your duties impact the business where possible
* Give lots of detail in recent roles and less in old roles as you go down the CV
* xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
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* xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx

**Mmm yyyy – mmm yyyy Company Name, Location (Optional)**

**Role Title**

*Outline*

Give a high-level overview of the role to show how you fit into the organisation and what the overall goal of your role is. 1-3 lines should be enough.

*Key responsibilities*

* Detail all of your responsibilities and showcase as much of your skills and knowledge as possible
* Use professional language and show how your duties impact the business where possible
* Give lots of detail in recent roles and less in old roles as you go down the CV
* xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
* xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
* xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx

**Mmm yyyy – mmm yyyy Company Name, Location (Optional)**

**Role Title**

*Outline*

As you progress down the CV to older roles, it’s best to summarise the roles in 1-3 lines.

**Mmm yyyy – mmm yyyy Company Name, Location (Optional)**

**Role Title**

*Outline*

As you progress down the CV to older roles, it’s best to summarise the roles in 1-3 lines.

**Mmm yyyy – mmm yyyy Company Name, Location (Optional)**

**Role Title**

**Mmm yyyy – mmm yyyy Company Name, Location (Optional)**

**Role Title**

**Mmm yyyy – mmm yyyy Company Name, Location (Optional)**

**Role Title**

**Mmm yyyy – mmm yyyy Company Name, Location (Optional)**

**Role Title**

Education and qualifications

* **Qualification, grade –** Institution – Year
* **Qualification, grade –** Institution – Year
* **Qualification, grade –** Institution – Year

Publications and research

**Title Date**

**Title Date**

**Title Date**

**Title Date**

**Title Date**

**Title Date**

References available on request