

## Curriculum Vitae (CV) Sample:

Undergraduate student highlighting academic research, papers, and presentations.

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### MARY BIOMAJOR

4200 Massachusetts Ave. NW, Apt 321

202-555-3456 email: mary.biomajor@gmail.com

#### EDUCATION

**American University**, Washington, DC | Bachelor of Science in Biology, Magna Cum Laude,  
GPA: 3.8

May 2024

#### HONORS AND AWARDS

University Honors Program

Dean's Scholarship of \$10,000 per year

Robyn Mathias Research Conference: Best Presentation in the Sciences

#### PRESENTATIONS

**Robyn Mathias Research Conference,**

May 2024

American University College of Arts and Sciences, Washington, DC "Biologic Study on Arachnid Retinal Activity,"

#### PAPERS

• "Study on Arachnid Retinal Activity," Capstone paper for Honors in Biology.

April 2024

• "Vaccines and Autism: Myth vs. Reality; a Survey of the Autism/Vaccine literature," final paper for Microbiology. Submitted for review to the **Undergraduate Research Journal.**

December 2023

#### RESEARCH

**Research Assistant, American University, Department of Biology,** Washington, DC

May 2023-May 2024

- Assisted Professor J. Biologist in original research on retinas of arachnids.
- Conducted spectrophotometry and entered all data in SPSS.
- Set up all laboratory equipment and maintained safe laboratory environment.

**Research Intern, Laboratory of Dr. Gov. Scientist,**

**National Institutes of Health, National Cancer Institute,** Bethesda, MD

Jun - August 2022

- Assisted post-doctoral researchers in dissecting specimens.
- Conducted resections and analyzed enzyme absorption in tissue.
- Catalogued all data utilizing proprietary statistical software.

#### EMPLOYMENT HISTORY

**Resident Assistant, American University, Office of Campus Life,** Washington, DC

May 2021-May 2022

- Conducted social programming, arranging monthly activities for hall of 26 students.
- Enforced university regulations to ensure safe living environment.
- Managed physical and emotional crises, referring students to appropriate resources.

## Curriculum Vitae (CV) Sample:

Master's student highlighting professional experience and academic research.

### JEFFREY ALAN DAVID

1111 Fessenden St, NW Washington, DC 20016  
JADavid@gmail.com (202) 555-4494

#### EDUCATION:

**American University**, Washington, DC Master of Art in Literature **May 2024**  
**University of Maryland**, College Park, MD Bachelor of Arts in English **May 2020**

#### THESIS:

"A Clever Alliteration of Themes: A Focused Analysis of Specific Literary Themes in American Realism"

This study discusses the social and racial implications of the campaign for American literary realism during the late 19th century, examining works that range from the novels of John Doe to Mary Smith.

#### FELLOWSHIPS:

- Benefactor Fellowship **May 2023-May 2024**
- American Humanities Center Fellowship **May 2022-May 2023**

#### PROFESSIONAL EXPERIENCE:

**Teaching Assistant**, Department of Literature, American University **September 2022-May 2022**  
"The Development of the Short Story"

- Collaborated with Professor A. Writer to create syllabus for new course offering
- Graded papers and read essays for class of 34 students
- Conducted lectures and advised students during office hours

**Writing Tutor**, The Writing Center, American University **September 2021-June 2022**

- Guided students through the development of written works, including research papers across all academic disciplines, as well as personal statements for graduate school applications
- Tutored 6-10 students per week

#### TEACHING INTERESTS:

- Nineteenth- and twentieth-century American Prose Fiction, Nineteenth- and twentieth-century African-American literature, Literature of the American South
- American Poetry, 1840-1930 Freshman Composition

#### PAPERS AND LECTURES:

- "Random Literature Papers: Some Vital Connections," The Department of American Studies, University of Europa, City, Europe **May 2021**
- "Information on Short Stories," Annual Seminar on American Literature: "American Consciousness: American and African-American Literature," sponsored by the Center for American Studies, Rome, Italy **June 2020**
- "Information on African-American Literature," Institute of New World Studies, Frankfurt, Germany **March 2020**

#### PUBLICATIONS:

Co-Author: Instructor's Guide for Fiction Writing: An Introduction, 2nd ed. Ed. Rock, Peter, & Coupe. New York: Big Publisher **January 2020**

#### ACADEMIC SERVICE:

Advisory Panel to the President for the 2011 Commencement Speaker American University, 2011 Graduate Admissions Committee, Department of Literature, American University **May 2019**