

Name – bold a slightly larger font

Address on max two lines – should be home address
(contact details include phone; email address)

EDUCATION

Include all formal education here and date frames using year only and no months. Put dates to the right and ensure they are lined up one under the other.

CLINICAL EXPERIENCE

If you have completed clinical electives during your training, you feel are relevant to the position being applied to you can include here. You could certainly include your residency training information and any other training received. As noted above put all dates to the right and ensure they line up.

Keeping dates all right justified helps a reviewer to get a good sense of the timelines and the succession of your experience and when you completed training and other relevant entries

RESEARCH & WORK EXPERIENCE (SELECTED)

Include current and past research. Can only include most relevant or include all. It will depend how much you have completed and whether you must be selective in what you include.

PUBLICATIONS

These categories are just examples of what would be included under this section. Some would have all of these and others would only have a couple.

Peer-Reviewed Publications

Manuscripts in Preparation

Non-Peer Reviewed Publications

Policy and Research Reports

PRESENTATIONS

Oral Presentations

Poster Presentations

PROFESSIONAL DEVELOPMENT

This might include extra training or courses you would have completed during your training that you feel would be applicable to the position being applied to.

TEACHING

LEADERSHIP & EXTRACURRICULAR ACTIVITIES

VOLUNTEER & COMMUNITY INVOLVEMENT

AWARDS & RECOGNITIONS

SKILLS & CERTIFICATIONS

Include in here your MCC examinations completed, ACLS, and any other certifications received and during your training.

INTERESTS
