

RESUME OR CV

RESUME

To apply for jobs in most non-academic fields or industries.

To show that you match requirements of the position the employer is looking to fill

An introduction to your skills and experiences as they relate to the job you are seeking

Skills and experience related to the job

Should be one or two full pages in length

Not included in the document, however they are brought to the interview

CV

To apply for jobs in academia or research

To display your academic accomplishments and qualifications in detail

An overview of your academic, and research experience, awards and publications

Education, publications, teaching experience, grants, awards and other academic information etc.

No limit for length

included at the end of the document



PURPOSE



GOAL



EMPLOYERS SEE



ESSENTIALS



LENGTH



REFERENCES

A CV IS USED FOR:

- Admission to graduate school
- Research and consulting positions in a variety of sectors
- Applications for fellowships and grants
- Teaching, research, and upper level admin positions in post-secondary settings
- Academic departmental and tenure reviews
- Leaderships positions in professional associations
- Publishing and editorial reviews



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