

Content for an academic CV

This template provides elements to integrate in an academic CV and highlight all you have achieved throughout your research experience. The table is intended as a prompt in order to build a database of information with which you can create your CV, relative to the context.

- We strongly encourage you to seek advice from people experienced in your scientific domain in order to develop the structure and content.
- You'll often find information on required content in universities' regulations on recruitment or nomination procedures.
- Contact the Grant Office and your faculty's [Research Consultant](#) to get more information on the requirements of the various funding agencies (SNF etc.).

Academic training (from the Bachelor to the PhD) and/or non-academic training	Name of the degree (Bachelor, Master, MD, PhD, MAS, MBA...), year of graduation, name, city and country of the institution
Professional experience (academic and non-academic)	Title of the academic function (e.g. postdoc), dates (start and finish), name of supervisor, institution, city, country For a non-academic employment: name of the institution/organisation, city, country
Scientific profile	Themes/programmes of research Methodologies and theoretical approaches of expertise Technical skills Fieldwork, if relevant (location, type) Languages
Prizes and distinctions	Date, name
Professional networks and associations	e.g. foundations, committees, editorial boards, professional or scientific associations and networks For each, list the name of the organisation, your role, the city and country
Research: scientific and non-academic partnerships	For each research project or partnership outside of academia for which you have worked, been funded or are waiting on funding: Project type: academic project or extra-university partnership Name of the project / partnership Status: funded, on hold, abandoned Partners: name and first name, status (co-lead, team member, consultant, funder, student-assistant, postdoc, intern, etc.), type of institution/organisation (private, public, association, etc.), name of institution/organisation, city, country
Achievements	Publications (complete references), language Other achievements of which you have been part: name, type (poster, exhibition, catalogue, advocacy, compositions, patents, etc.), title, location, date, name and first name of partners, language, etc.

Development of early stage researchers I: Masters and doctoral theses	For each supervised/expert work, include: Title of work Type of work: Masters, MD or PhD thesis/dissertation Your status: supervisor, co-supervisor, jury member, rapporteur, president Name and first name of the co-supervisor, their institution Name and first name of the student/doctoral candidate concerned, their institution
Development of early stage researchers II: invited and visiting researchers	Name of visiting or invited researcher Status: visiting or invited researcher Reason for the visiting or invited researcher's stay (e.g. in the framework of a research project)
Teaching/seminars	For each teaching assignment Name of the course Your status: course leader, lecturer... Public: Bachelor/Master students, primary/secondary school, private sector organisation, professional schools Language Name of the institution, city, country
Communication	Invited conferences (keynote speaker or invited speaker): title of presentation, name of the conference, location, date, language. Symposium presentations (without conference papers): title of presentation, name of the conference, location, date, language. Seminar or workshop presentations: title of presentation, name of the seminar, institution, location, date, language Media interventions: media type (radio, TV, journal, internet), name of media and of the programme, title, date, location, language
Scientific or professional event organisation and management	Type of organisation: conference, one-day seminar, workshop, summer schools, career days, etc. Your status in the organisation: organiser, organisation committee member, scientific committee member, etc. Dates and location of the event