**Proforma 9**

**Faculty Resume**

|  |  |
| --- | --- |
| Name |  |
| Department (current) |  |
| Designation (current) |  |
| *Personal* | *May include address(s) and phone number(s) and other personal information that the candidate feels is pertinent.* |
| *Experience* | List current appointment first, each entry as follows: *Date, Title, Institution.* |
| *Honor and Awards* | List honors or awards for scholarship or professional activity. |
| *Memberships* | *List memberships in professional and learned Societies, indicating offices held, committees, or other specific assignments.* |
| Graduate Students  Postdocs  Undergraduate  Students  *Honor Students* | *List supervision of graduate students, postdocs and undergraduate honors thesis showing:*  **Years Degree Name**  Show other information as appropriate and list membership on graduate degree committees. |
| Service Activity | *List University and public service activities.* |
| *Brief Statement of*  *Research Interest* | *May be as brief as a sentence or contain additional details up to one page in length.* |

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| *Publications* | *List publications in standard bibliographic format with earliest date first.*  o *Manuscripts accepted for publication should be included under appropriate category as “in press;”*  o *Segment the list under the following standard headings:*  • *Articles published by refereed journals.*  • *Books.*  • *Scholarly and / or creative activity published through a refereed electronic venue.*  • *Contribution to edited volumes.*  • *Papers published in refereed conference proceedings.*  • *Paper or extended abstracts published in conference proceedings. (refereed on the basis of abstract)*  • *Articles published in popular press.*  • *Articles appearing in in-house organs.*  • *Research reports submitted to sponsors.*  • *Articles published in non-refereed journals.*  • *Manuscripts submitted for publication. (include where and when submitted).* |
| *Research Grants and*  *Contracts.* | *Entries should include:*  ***Date Title Agency / Organization***  ***Total Award Amount***  *Segment the list under following headings:*  • *Completed*  • *Funded and in progress*  • *In review* |
| *Other Research or*  *Creative Accomplishments* | *List patents, software, new products developed, etc.* |
| *Selected Professional Presentations* |  |