**Proforma 9**

**Faculty Resume**

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| --- | --- |
| 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*  |  |