

# Curriculum Vitae

Use legal first and last names-  
may use middle initial instead  
of full middle name

Name, Degree

Current Rank, Department

Kermanshah University of Medical Sciences

**Date** (Month, Day, Year)

**Contact information**

- Business Address

- Business Phone number

- Fax Number Email (native, fluent, proficient, or working knowledge)

Do not include personal  
information (home address,  
social security number, birth  
date, etc)

**Education**

- List chronologically all undergraduate and graduate education.

- Include name of degree, year awarded, name of institution, and major (may also state title of Thesis and Thesis Adviser).

**Post Graduate Education and Training**

- List chronologically all training positions (internship, residencies, post doctoral fellowships,)

-Include years, institution, and mentor (if capable) for each position.

**Certifications (if capable)**

-List all board and/or specialty certifications with years received.

Do not include the  
certificate number

**Professional Society Memberships**

-Report years and type of membership for each professional society to which you currently belong or belonged to in the past.

**Honors and Awards**

-List chronologically: year awarded, name of award and/or awarding Institution

**Clinical activities**

Keep details brief and in lists instead of  
paragraphs of text

**Administrative Service**

-List significant administrative roles.

## **Local and National Service**

- Separate local service from national service.
- List years of service and name of organization.
- Clearly identify any key conferences that you organized.

Italicize journal names if you were a reviewer or on an editorial board.

## **Teaching Service**

- Separate student teaching from resident teaching
- List significant mentoring activities

## **Grant Support**

- **Active Grants**

-List grants chronologically by start date in separate sections for active, submitted or completed.

- **Pending Grants**

-Include only grants that have actually been submitted, including date the grant was submitted

- **Completed Grants**

## **Patents, Inventions, and Copyrights**

### **Peer-reviewed journal articles**

Be sure to separate all non-refereed articles from peer-reviewed articles.

### **Non-peer-reviewed journal articles**

### **Web based journal articles**

### **Books**

### **Book Chapters**

### **Abstracts and/or Proceedings**

### **Other Brief communications** (letters to editor, etc...)