**First Name Last Name**

nd.academia.edu/firstlast

Department of English

123 O’Shaughnessy Hall

University of Notre Dame

Notre Dame, IN 46556

c: (555) 555-5555

flast@nd.edu

**EDUCATION**

20xx-present Ph.D. Candidate, Department of English, University of Notre Dame

Dissertation: *Beowulf today: the rise and fall of political leadership*

 Advisor: John W. Doe

 Graduate Minor in Medieval Studies

20xx M.A. English, University of Notre Dame

20xx M.A. Comparative Literature, Duke University

 Thesis: *Factors affecting the interpretation of translated works*

20xx B.A. Political Science, minor Gender Studies, Washington State University

**TEACHING EXPERIENCE**

20xx Instructor of Record, Department of English, University of Notre Dame – “Medieval Heroes – Beowulf and Beyond”

20xx Teaching Assistant, Department of English, University of Notre Dame – “Contemporary Analysis”

20xx Teaching Assistant, Department of English, University of Notre Dame – “Introduction to Literary Theory”

20xx Adjunct Professor, Humanities Department, Oaktown Community College, Oaktown, NC – “Modern Literary Interpretations”

20xx-20xx Teacher, Santo Domingo High School, Seattle, WA – 8th Grade Social Studies and World Perspectives

**PUBLICATIONS**

**Peer-Reviewed Articles:**

20xx “Restorative Forces in Beowulf: power, death, and recovery” *English Studies* xx:x (June 20xx): 114-139.

20xx “English Politics: lessons learned from long ago” *Essays in Criticism* x (20xx-20xx): 20-29.

**Book Chapters:**

20xx [with Jane Smith] “Church Life in English: An historical review” in *Recognizing the Influence of Religious Thought: Critical Essays on Spirituality*, ed. Jane Smith (Cambridge, England: Cambridge University Press, 20xx), 19-54.

**Book Reviews:**

20xx Review of *Producing Heroes: Political Representation in Medieval England* by Art Hor, *New Literary History* x (20xx): 27-30.

**FELLOWSHIPS, AWARDS, AND DISTINCTIONS**

20xx-20xx NEH Research and Travel Fellowship

20xx, 20xx Nanovic Institute for European Studies Graduate Travel and Research Grant, Institute for Studies in Liberal Arts Graduate Travel Grant

20xx-20xx Notre Dame Medieval Institute: Conference and Research Travel Grant

20xx, 20xx English Graduate Student Association: Conference and Research Travel Grants

20xx-20xx Mellon Fellowship, Duke University

20xx Federation of United Literary Societies Scholarship in English Studies

20xx Next Generation of Humanities Scholars Fellowship in Comparative Literature

**CONFERENCE PARTICIPATION**

20xx “Rethinking Beowulf as Canon: Lessons from Mythology” at the American Conference for English Literature Annual Meeting, Chicago, IL *(April 29-May 2)*

20xx Panel Chair, *Medieval England and Beyond* at the American Conference for English Literature Annual Meeting, Chicago, IL *(April 29-May 2)*

20xx “Restoring the True Meaning of Beowulf: Analysis of Socioeconomic Implications for Medieval England” at the Modern Language Association Conference, Dallas, TX *(January 10-12)*

**INVITED TALKS AND LECTURES**

20xx “The Death of the Epic Hero: Beowulf vs. modernity,” Center College Department of Literary Studies guest lecture series *(November 12)*

20xx “Interpreting modern translations of medieval texts,” Guest lecturer for Professor Jane Smith’s Introduction to Literature course, Duke University *(February 27)*

**PROFESSIONAL SERVICE**

20xx-present Volunteer Transcriber, England’s Hidden Manuscripts Transcription Project, University Libraries & Archives, Oxford, England

20xx-20xx Editorial Assistant, Notre Dame Press, University of Notre Dame, Notre Dame, IN

20xx-20xx Event Facilitator, English Graduate Student Association, University of Notre Dame, Notre Dame, IN

**ADDITIONAL WORK AND RESEARCH EXPERIENCE**

20xx-present Freelance Writer, digital humanities and web applications

20xx Editorial Intern (collections and acquisitions), *Journal of English Literature*

20xx Assistant Archival Specialist for the Antiquities Collection at the Hesburgh Library Special Collections, University of Notre Dame, Notre Dame, IN

20xx Conference Outreach Coordinator, English Literature Conference, Columbus, OH *(October 23-25)*

20xx-20xx Research Assistant, Modernizing the Medieval Manuscript: Professor Jane Smith, Department of English, Duke University, Durham, NC

20xx-20xx Research Assistant, Professor Jim Johnson, Department of Political Science, Washington State University, Pullman, WA

**LANGUAGES**

French (advanced reading, spoken, written)

Italian (advanced reading; intermediate spoken, written)

Latin (advanced reading ability)

Swedish (dictionary-aided reading ability)

**TECHNICAL SKILLS**

**Online Course Management:** Sakai, Moodle

**Data Management:** Qualtrics, Survey Monkey, Excel

**PROFESSIONAL AFFILIATIONS**

20xx-present Modern Language Association (MLA)

20xx-present Modern Humanities Research Association (MHRA)

20xx-present American Antiquarian Society (AAS)

20xx-20xx International Political Science Association (IPSA)

**REFERENCES**

First name Last name

University or Company

Job Title, Department if applicable

Relationship (e.g. advisor, supervisor)

Mailing Address

City, ST xxxxx

O/C: (xxx) xxx-xxxx

email address

Jane Doe

University of Notre Dame

Professor, Example Department

Dissertation Advisor

123 Fake Building

Notre Dame, IN 46556

O: (555) 555-5555

jdoe@nd.edu

John Smith

Sample University

Director, Center for Example Research

Secretary, Intercollegiate Committee on Research & Development

1234 Paradigm Road

Sample, MI 48322

C: (555) 777-8899

jsmith@sample.edu