

Guide for Résumés & Curricula Vitae



DISCLAIMER

This guide is to be used as a general overview and cannot take each reader's own unique experiences into account. It is intended to be used as a starting point for more in-depth discussions with mentors, career counselors, and others in your network to generate the most effective document. Please bear in mind that, in actuality, there are very few 'rules' and many different opinions regarding CV and résumé format.

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National Institutes of Health

Curriculum Vitae (CV) Sample (First page)

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EDUCATION

- 2000 *Ph.D.*, Nutrition, **Freie University**, Berlin, Germany
- 1990 *B.S.*, Clinical Dietetics and Nutrition, **University of Strasbourg**, Strasbourg, France

RESEARCH EXPERIENCE

- 2008-Present Program Director, Division of Cancer Control and Populations Sciences, National Cancer Institute, National Institutes of Health, Rockville, MD
- 2006-2008 Research Fellow, Laboratory of XX Center for Cancer Research, National Cancer Institute, National Institutes of Health, Bethesda, MD
Principal Investigator: Fname Lname, Degree
- 2004-2006 Postdoctoral Fellow, Laboratory of XX, Center of Cancer Research, National Cancer Institute, National Institutes of Health, Bethesda, MD
Principal Investigator: Fname Lname, Degree
- 2000-2006 Graduate Research Assistant, Division of XX Sciences, Sciences Po University, Paris, France
Principal Investigator: Fname Lname, Degree

TEACHING EXPERIENCE

- 2008-2010 Adjunct Lecturer, Department of XX Management, Montgomery College, Rockville, MD
Course Name, Number of Sections, Number of Students
- 2006-2008 Adjunct Faculty, Department of Nutrition, Foods, and Hospitality Management, Prince George's County Community College, Largo, MD
Course Name, Number of Sections, Number of Students
- 2001-2006 Graduate Teaching Assistant, Division of XX Sciences, Freie University, Berlin, Germany

CLINICAL EXPERIENCE

- 2002-2003 Consultant Clinical XX, Service Department, Elcor Health Services, Brooklyn, NY
- 1993-1996 Clinical XX, JFK Medical Center, Villages, FL

Curriculum Vitae (CV) Sample (Second page)

GRANTS

- 2006-2008 National Center on Health Disparities “Compromised Complement System Increases xx Cancer in xx % of Americans
- 2000-2004 National Institutes of Health Nutrition Training Grant

HONORS AND DISTINCTIONS

- 2009 National Institutes of Health Awards, Fellows Award for Research Excellence, Carcino-xx Study Section
- 2007 National Institutes of Health Awards, Fellows Award for Research Excellence, xx-genesis Study Section
- 2006 Aspen Cancer Conference Fellow, 5th Aspen Cancer Conference
- 2000 American Association Awards, Public Policy Grassroots Scholarship Workshop
- 1989-1993 University of Strasbourg Fellowships, Division of Nutritional Sciences
Quillman, Jr Fellowship, Year
Werly Fellowship, Year
Prescott Fellowship, Year

PROFESSIONAL MEMBERSHIPS

- 2004-Present American Association for Cancer Research, Associate Member
AACR—Women in Cancer Research
Molecular xx Group
- 2004-Present American XX Association, Member
- 2004-2006 District of Columbia Metropolitan Area Association

PROFESSIONAL ACTIVITIES

- 2005-2010 National Institutes of Health Fellows Committee
FARE Committee, 2008-2010
Basic Science Co-Chair, 2008-2009
Chief Judge, Epidemiology/Biostatistics—Prognosis Study, 2009
Chief Judge, xx Section, Fellows Award for Research Excellence, 2007
Liaison to the NIH Women Scientist Advisors Committee, 2006-2008
Division of Cancer Prevention Representative, 2005-2006
- 1997-2001 Freie University Graduate and Professional Student Council of Representatives
Secretary, 2000-2001
Graduate and Professional Student Assembly, 1999-2001
Graduate School General Committee, 1999-2001
Division of xx Sciences Representative, 1997-2001

Curriculum Vitae (CV) Sample (Third page)

PRESENTATIONS

Oral Presentations

Molecular epidemiology of xx cancer, Laboratory of Human xx Workshop, National Institutes of Health, Bethesda, MD, 2007

Compromised complement system increases xx cancer susceptibility in xx Americans, Laboratory of Human xx Research Meeting, National Institutes of Health, Bethesda, MD 2006

Does compromised complement system increase xx cancer susceptibility in xx Americans?, Cancer Prevention Fellows' Research Meeting, National Institutes of Health, Bethesda, MD, 2005

Poster Presentations

Variations in MBL2 genetic background increases xx cancer susceptibility in xx American, NIH Research Festival (Abstract Selected for Fellows Award for Research Excellence), National Institutes of Health, Bethesda, MD 2008

Compromised complement system increases xx cancer susceptibility in xx Americans, 5th Aspen Conference, Aspen, CO 2007

Does compromised complement system increase xx cancer susceptibility in xx Americans?, Cancer Prevention Fellows' Award for Research Excellence Ceremony, National Institutes of Health, Bethesda, MD, 2006

Association between dietary folate xx, alcohol xx and methylenetetrahydrofolate reductase C677T and A1298C polymorphisms and subsequent xx cancer, 4th Annual Cancer Prevention Fellows' Symposium, National Institutes of Health, Bethesda, MD 2005

Cytoplasmic serine hydroxymethyltransferase expression is required for SH-SY5Y differentiation, Folic Acid, Vitamin B12, and One-Carbon xx FASEB Summer Research Conference, Snow Mass Village, CO 2000

PUBLICATIONS

Gravenor S, Author E, Author T. Variations in xx-binding lectin 2 increases xx cancer susceptibility in xx Americans. 2013

Author EL, Author RB, **Gravenor S**. Changing Extracellular Matrix xx During Metastasis. *The Prostate*. 66(3): 283-93, 2010

Author AJ, Author S, Author J, **Gravenor S**. Author, E, Author N, Author C. (2008) MicroRNA expression profiles associated with prognosis and therapeutic outcome in xx adenocarcinoma. *Cancer Research* 68(8): 1478-98.

Author A, Author H, Author A, Author D, **Gravenor S**, Author L, Author R, Author B. (2007) Use of xx gene expression signature in xx adenocarcinoma and the surrounding tissue as a prognostic classifier. *J. Natl. Cancer Inst.* 98(17):1253-69.

Gravenor S, Author P. (2003) Pyridoxal phosphate inhibits dynamic subunit interchange among serine hydroxymethyltransferase tetramers. *J. Biol. Chem.* 289, 342-356.

Author M, Author T, Author J, **Gravenor S**, Author G, Author P, Author A, Author P, (1998) Molecular cloning, characterization and alternative splicing of the xx cytoplasmic serine hydroxymethyltransferase xx. *Gene* 500, 432-499.