­­

**New Zealand Standard Curriculum Vitae Template**

*Rows and columns may be expanded or reduced, but a CV must be no more than two pages for part 1 and no more than three pages for part 2. Use Arial 12 point font. Do not alter page margins. Instructions in italics should be deleted before you submit your CV.*

**PART 1**

|  |
| --- |
| **1a. Personal details** |
| **Full name** | *Title* | *First name* | *Second name(s)* | *Family name* |
| **Present position** |  |
| **Organisation/Employer** |  |
| **Contact Address** |  |
|  |
|  | **Post code** |  |
| **Work telephone** |  | **Mobile** |  |
| **Email** |  |
| **Personal website (if applicable)** | http:// |

|  |
| --- |
| **1b. Academic qualifications** |

*Delete and start typing here. List in reverse date order. Start each qualification on a new line as per the example:*

*e.g. Year conferred, qualification, discipline, university/institute.*

|  |
| --- |
| **1c. Professional positions held** |

*Delete and start typing here. List in reverse date order. Start each position on a new line as per the example:*

*e.g. Year-year, job title, organisation.*

|  |
| --- |
| **1d. Present research/professional speciality** |

*Delete and start typing here.*

|  |  |
| --- | --- |
| **1e. Total years research experience** | years |

*List any significant interruptions to your career (e.g. sickness, parental leave). Delete and start typing here.*

|  |
| --- |
| **1f. Professional distinctions and memberships (including honours, prizes, scholarships, boards or governance roles, etc)** |

*Delete and start typing here. List in reverse date order. Start each professional distinction on a new line as per the example:*

*e.g. Year / year-year, distinction.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **1g. Total number of *peer reviewed* publications and patents** | Journal articles | Books | Book chapters, books edited | Conference proceedings | Patents |
|  |  |  |  |  |

*Part 2 should include information pertinent to your research proposal. The following sections should not total more than three pages.*

**PART 2**

|  |
| --- |
| **2a. Research publications and dissemination**  |

*Expand/reduce the following table as needed, listing publications relevant to your proposal. List in reverse date order.* ***Bold*** *your name in lists of authors.*

|  |
| --- |
| Peer-reviewed journal articles |
|  |
| Peer reviewed books |
|  |
| Peer reviewed book chapters, books edited |
|  |
| Refereed conference proceedings |
|  |
| Patents |
|  |
| Other forms of dissemination (reports for clients, technical reports, popular press, etc) |
|  |

|  |
| --- |
| **2b. Previous research work** |

*Repeat and expand box below as necessary.*

|  |
| --- |
| **Research title:** **Principal outcome:** **Principal end-user and contact:**  |