

JOHN DOE

[Street Address], [City, ST ZIP Code] | [Phone] | [E-Mail]

EDUCATION

[Elm University, Chapel Hill, NC]

[Ph.D. in English]

[Pick the Year]

[Dissertation: "The Cross-Cultural Communication Epidemic of the 21st Century"]

[Honors: Dissertation passed "with Distinction"]

[Elm University, Chapel Hill, NC]

[M.A. in English]

[Pick the Year]

[Thesis: "The Accessibility Debate of Content in the Online Context"]

[Oak Tree University, Raleigh, NC]

[B.A. Honors in English]

[Pick the Year]

[Areas of Concentration: Journalism, Proposal Writing]

[Minor: French]

[Honors Thesis: "The Female Betrayed and Modern Media"]

AWARDS

[Postdoctoral Fellowship, Elm University]

[Start Date] – [End Date]

[President's Fellowship, *Oak Tree University*]

[Start Date] – [End Date]

[Excellence Grant, *Oak Tree University*]

[Start Date] – [End Date]

TEACHING EXPERIENCE

[Walnut Grove University, Chapel Hill, NC]

[Lecturer – "Global Communication in the 21st Century"]

[Pick the Year]

[Developed syllabus and overall course structure, and administered all grades.]

[Adjunct Instructor – "Editing Technical Documents"]

[Pick the Year]

[Developed syllabus and overall course structure, and administered all grades.]

[Instructor – French 101, 102, 201, 202]

[Pick the Year]

[Developed syllabus and overall course structure, including weekly lab practicum, and administered all grades.]

[Teaching Assistant – to Professor Garth Fort in "Advanced Rhetoric"]

[Pick the Year]

[Collaborated on curriculum and exam development, met with students upon request, and graded all written work, including final exam papers.]

RELATED EXPERIENCE

[Lucerne Publishing, Raleigh, NC]

[Editor]

[Start Date] – [End Date]

[Provide as needed editorial support remotely, including developmental and copy editing of their internal online and printed documentation.]

[Wide World Importers, Durham, NC]

[Researcher]

[Start Date] – [End Date]

[Compile reports, including statistical and market trends, to track the growth of online shipping sales versus the primary offline practices.]

[Fabrikam, Inc., Raleigh, NC]

[Language Consultant]

[Pick the Year]

[Translated American-English external Web site content to French.]

[Trey Research, Raleigh, NC]

[User Interface Design Consultant]

[Pick the Year]

[Provided content design feedback to program managers to create accessible segue between English and French versions of related content.]

PUBLICATIONS AND PAPERS

[*"The Cross-Cultural Communication Epidemic of the 21st Century"*]

[Guest speaker at the Global Communication Convention, *Los Angeles, CA*]

[Pick the Year]

[*"Why So Many Documents Remain Inaccessible in the Information Age"*]

[Paper presented at the Annual Meeting of English Professors, *New York, NY*]

[Pick the Year]

[*"The Female Betrayed and Modern Media"*]

[Paper presented to the Historical Society for American Women, *Athens, Ohio*]

[Pick the Year]

LANGUAGES

[English – native language]

[French – speak fluently and read/write with high proficiency]

[Spanish and Italian – speak, read, and write with basic competence]

MEMBERSHIPS

[American Society of English Honorees]

[Western Society of Women Writers]

[Organization of Global Communicators]