TITLE

FIRST LAST NAME

Phone Number  
000.000.0000

Biography  
Between 250 and 300 words.

Additional Relevant Experiences  
15 – 30 words

Personal   
Bulleted List

Interests  
Bulleted List

# Directory BIO GUIDELINES

We find that success goes together with having a strong, collaborative team. As colleagues we respect each other’s diverse experiences and perspectives, which can help everyone learn from each other.

Please take a moment to complete this template and provide it back to the Human Strategy team ([lani.tarozzi@populationhp.com](mailto:lani.tarozzi@populationhp.com)) in advance of your start date. This Diretctory Bio will be used by your hiring manager to introduce you to the Metsera team and will be posted on the Portal Colleague Directory, an internal resource to connect with colleagues.

##### Directory Bio

Provide us with a short professional bio that showcases who you are, highlighting your profession, accomplishments, passions and interests. Fitting all the details of your professional life can be a challenge but please try to be concise.

###### Guidelines for writing your Directory Bio

1. Write your bio in first person.
2. Identify your professional and personal goals.
3. Mention any industry related companies you are associated with.
4. Include at least one professional accomplishment.
5. Briefly share who you are outside of work.

* Examples: hobbies, information about family life, funny details about habits or interests, unique personal history

1. Include a high-resolution photograph in black & white, if possible. If not, our Design Team will adjust.
2. Spell check & save as a Word Doc.