**CURRICULUM VITAE (Example Format)**

**PERSONAL DATA:**

LAST NAME: (ALL CAPS) Name as it appears on your passport:

First Name: Middle Name / Other Names:

Physical Street Address for courier delivery (NOT A POSTAL BOX):

Telephone Home:

Telephone Mobile:

Telephone Office:

Email 1: Email 2:

Marital Status:

Date of Birth: DAY/MONTH/YEAR **Example:** 25/December/1968

Gender:

Country of Origin:

Present Nationality:

Languages and Fluency Level:

**EDUCATION:**

**Degree Earned**, *Institution Name, Address*, **Start and End Date**

**Example:**

**MSc**, *London School of Hygiene & Tropical Medicine, Keppel Street, London*

*WC1E 7HT, UK*, **08/1996 to 06/1998.**

* ***List only higher education certificates, degrees and diplomas. Primary, secondary or high school is not necessary***

**WORK HISTORY:**

**Job Title,** Organization, Address, **Start and End Date (Mo/Year)**, Name of Supervisor

* Duties and accomplishments

**Example:**

**Medical Officer,** National Hospital, Lagos, Nigeria, **02/1999-Present**, Supervisor: Dr. Chikwe

Adatsi

* Bullet list the duties associated with your position and your main accomplishments
* ***Begin with the most recent position and work backwards. List all subsequent entries in the same manner and include bullet points for main duties, activities and accomplishments.***

**TRAINING AND PROFESSIONAL DEVELOPMENT:**

**Course Name,** Venue (Institution, Address), Date

**Example:**

**Epidemiology for Public Health Professionals,** Emory University, Atlanta, Georgia,

USA, 09/25/2006 – 10/27/2006.

* ***It is not necessary to list publications or presentations on your CV for STOP purposes.***
* ***Photos on the CV are not necessary***