

Sample Curriculum Vitae

**Jane Doe**

(Current Address)  
Box TU 6071  
Newcomb College  
New Orleans, LA 70118  
(504) 555-2777

(Permanent Address)  
2 Quackenbush Lane  
Tuscaloosa, AL 45686  
(205) 555-5660

**Education**

Newcomb College of Tulane University, New Orleans, LA (1996)  
Bachelor of Science  
Chemistry major, GPA 3.3, Cumulative GPA 3.2

University of Tennessee, Knoxville, TN (1993-1994)

University of Alabama, Tuscaloosa, AL (Summer, 1992)  
Studied biochemistry and environmental geology

**Related Coursework**

(\* denotes courses taken at the University of Tennessee)

- Introductory Chemistry I\* and II\*
- Organic Chemistry I\*, II\*, and III\*
- Advanced Organic Chemistry
- Physical Chemistry I and II
- Advanced Inorganic Chemistry
- Independent Research in Chemistry
- Senior Research in Chemistry
- Instrumental Methods
- Calculus I\* and II
- Physics I and II
- Biology I\* and II\*
- Environmental Hazards
- Natural Hazards
- Environmental Geology and Natural Resources

**Other Coursework**

Intermediate Louisiana French  
Cajun Art and Music of the Nineteenth Century  
Roots of Western Civilization

The Modern Experience in the West  
Mass Media; Mass Society and the Individual

### **Laboratory Experience**

*Research Assistant, Chemistry Department, Newcomb College*

-Under Dr. M.P. Norris, Spring 1996-Fall 1996

Experimented with synthesis of  $\beta$ -amino ketones via enol boronates, as they pertain to natural products

*Research Assistant, Chemistry Department, Newcomb College*

-Under Dr. M.P. Norris, 1995-1996

Experimented with  $S_{\text{N}}1$  selective bond cleavage of carbon-oxygen single bonds

*Research Assistant, Chemistry Department, University of Tennessee*

-Under Dr. Craig Barnes, Summer 1994

Synthesis of macro-cycle containing two transition metal atoms

*Research Assistant, Chemistry Department, University of Tennessee*

-Under Dr. Craig Barnes, Spring 1994-Fall 1994

Synthesis of starting material for graduate student research

### **Instrumentation Experience**

Nuclear Magnetic Resonance

Infrared and Raman Spectroscopy

Ultraviolet and Visible Absorption

Spectroscopy Mass Spectrometry

Atomic Absorption Spectrometry

High Performance Liquid Chromatography

Gas Chromatography

Fluorimetry Gel Electrophoresis

### **Memberships**

Younger Chemists, American Chemical Society, 1996

### **Honors and Achievements**

Nuclear Magnetic Resonance

Haskell-Schiff Memorial Prize in chemistry for outstanding performance in first year chemistry, 1992

Allen Mathematics Prize for excellence in Calculus II

Captain, National Championship Swim Team, 1991  
All-America, High School Swimming, 1990, 1991  
Athletic Scholarship (swimming), University of Tennessee, 1992-1994

### **Co-Curricular Activities**

Varsity Swim Team, Tulane University, 1994-1996  
Varsity Swim Team, University of Tennessee, 1993-1994  
Big Brother/Big Sister, Newcomb College of Tulane University, 1994-1996  
Tutor, Chemistry Department, Newcomb College of Tulane University, Fall 1995-Assisted students in Advanced Organic Chemistry

### **Other Experience**

Assistant to the Manager, Welsch Electric Co., Tuscaloosa, AL. Summer 1996. Coordinated warehouse inventory with showroom inventory  
Coach, Tuscaloosa Swim Club, Tuscaloosa, AL. Summer 1995  
Coach, United Swimming Clinics, Mercersburg, PA. Summers 1993, 1994