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| **Your Name** Department of English Language and Literature University of Waterloo Waterloo, Ontario, CANADA N2L 3G1  Email: [address]  Phone: [number] |

**Educational Background** <div align=”left”></div>

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| --- | --- |
| 2014- | PhD, English  University of Waterloo, Waterloo, Canada  [depending on stage, maybe give name of field you work in, or the name of your dissertation if you’ve started writing it] |
| 2014 | MA, English Some University Somewhere |
| 2013 | BA (Honours), English Some University, Also Somewhere |

**Publications**

**Major publications already in print or formally accepted for publication**

I. Books

[omit if none; if yes, full citation]

II. Chapters in Books

**[**omit if none; if yes, full citation**]**

III. Articles in Refereed Journals

[omit if none; if yes, full citation]

IV. Other Publications (e.g., Articles in Professional Journals)

[poetry or essays in collections, NOT NEWSPAPER ARTCLES FROM YOUR UNDERGRAD]

**In Progress**

[***only actually being prepared***, like your dissertation if it actually exists, or an article you have a clear plan to finish and submit somewhere. Not coursework papers, not conference papers. Indicate clearly if in submission or under review, and where]

**Conference Papers**

2019. “Title in the program.” Name of the Conference. Name of sponsoring institution. Location.

**Reviews**

[omit if none; if yes, give full citation]

**Encyclopaedia entry**

[omit if none; if yes, give full citation]

**Awards**

|  |  |
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| Date  Date | Award Name ($dollar amount; duration)  Other Award Name ($dollar amount; duration)  **[BE SPECIFIC: name only academic awards, nothing from high school unless it was a national or provincial level award.]** |

**Professional Activity**

[Have you served on any university or department committees? Been an officer in a student organization? List here: Date, position title, organization, institution. No need for narrative—just a list]

Teaching

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| Date, Course number, course name, course role (instructor or TA)  Institution at which you taught it |

**Languages**

Briefly list, indicate whether written or spoken or both