

**Sample Resume Format  
Riley College of Education  
Winthrop University**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Educational Background**

List appropriate degrees, fields of study, and university where degree was received beginning with the most recent.

**Educational Employment and Experiences**

List positions related to education, beginning with the most recent.

**Publications or other scholarly activities**

List publications and presentations.

**Professional Organizations**

List organizations you are a member of that are related to field or discipline.

**Professional Service**

List relevant professional service such as boards and committees and your role.

**Awards or Honors**

List any awards or honors received that relate to education.

**Workshops/University Courses Taught**

List WPDC course taught, workshops, and/or other university teaching.

**Certifications/ Licenses**