

## Example Format 1 (useful for applying for Electives)

Name – use this as the heading for the CV

Address – give only one address where you know you will get the mail.

Phone and e-mail contacts – Don't forget the country code ( 44) if you are sending this outside the UK

### Qualifications

University            Medical Degree

Awards

Clinical grades

Prizes & Scholarships

Intercalated/First Degree (if you are a graduate entrant)

### Research

Subject            date            Supervisor

Summary

Publication (Vancouver Style: author, the full title, the title of the journal or book, the place of publication and the publisher {books only} the year, volume, page numbers

### SSU (Special study units/modules)

where            } Description

who with        }

summary

### Career plans

### Other Experience

Medically related

Other

### Other Skills

### Interests & Hobbies

**Referees** (remember to contact them in writing first and include a job description and recent CV to help them)

REMEMBER: Include dates in a CV but not necessarily the months you worked. You can summarise the total time in the post e.g. 4months, if the job was only during one year.