

CURRICULUM VITAE FORMAT FOR PROSPECTIVE APPLICANTS

POST APPLIED FOR

A. PERSONAL DATA:

i. Name: Prof./Mr./Mrs./Miss/Ms.

Surname First Name Other Name

ii. Maiden Name: If applicable

iii. Date of Birth/Place

iv. Gender

v. Marital Status

vi. No. of children with Ages

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vii. Nationality.....

viii. Town

ix. Local Government

x. State of Origin

xi. Religion

xii. Contact Address

xiii. Permanent Home Address

xiv. E-Mail Address/Telephone No.

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xv. Disability (If any)

B. EDUCATIONAL INSTITUTES ATTENDED WITH DATES

Institution	Dates
i.
ii.
iii.
iv.

C. EDUCATIONAL QUALIFICATIONS OBTAINED WITH DATES

Qualifications	Dates
i.
ii.
iii.
iv.

D. PROFESSIONAL QUALIFICATION / MEMBERSHIP WITH DATES

- i.
- ii.
- iii.

E. WORK EXPERIENCE /PREVIOUS APPOINTS WITH DATES

	<u>Institution</u>	<u>Post</u>	<u>Date</u>
i.
ii.
iii.

F. NATURE OF DUTIES/JOB DESCRIPTION IN PREVIOUS APPOINTMENTS
(STATING JOB DESCRIPTION FOR EACH POST) AND SALARY

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G. RESEARCH /PROJECTS (STATING TOPIC(S), YEAR AND STATUS OF PUBLICATION)

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H. DISTINCTION AND AWRADS (IF ANY)

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I. ON-GOING PUBLICATIONS WITH DATES.....

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J. EXTRA-CURRICULAR ACTIVITIES

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K. ANY OTHER RELEVANT INFORMATION IN SUPPORT OF APPLICATION

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L. THREE REFEREES: STATING NAMES, POSITION, CONTACT ADDRESS AND TELEPHONE NO

1. NAMES.....

POSITION.....

CONTACT ADDRESS.....

.....

TELEPHONE NO.....

2. NAMES.....

POSITION.....

CONTACT ADDRESS.....

.....

TELEPHONE NO.....

3. NAMES.....

POSITION.....

CONTACT ADDRESS.....

.....

TELEPHONE NO.....

.....
SIGNATURE OF APPLICANT

.....
DATE