

# John Smith

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**Education**      **Most Recent University**  
Ph.D., Economics, 2015.  
Fields: International Trade, Monetary Economics, Development  
M.A., Political Science, 2013.

**University of Illinois Champaign-Urbana**  
B.A., Economics, 2005.

**Dissertation**      “Title of Dissertation”  
Short description/summary of research and estimation techniques. This can be several lines long because of the paragraph box.

**Research**      **Department, University**  
Postdoctoral Research Associate  
Project: Title of Research

**Teaching**      **Department, University**  
Instructor, Fundamentals of the Global Economy, 2016

**Department, University**  
Job Title, Course Name, 2014-2015  
Job Title, Course Name, 2012-2014

**Department, University**  
Job Title, Course Name, 2013  
Job Title, Course Name, 2013

**Awards and Fellowships**      **Graduate Student Teacher of the Year, Department**  
Course Name, 2014-2015

**Fulbright Scholarship**  
City, Country, 2006-2009

**Languages and Skills**      English (native), German (advanced)  
Stata, L<sup>A</sup>T<sub>E</sub>X, Eviews, Mathematica

## References

Professor One

Department Name

University Name

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Professor Two

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prof2@email.com,+1 (987) 654-3210

Professor Three

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Professor Four

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April 6, 2016

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**Faculty Search Committee**

Name of University  
Name of Department  
Address of Department  
City, State. Zip Code

Dear Sir or Madam,

My name is John Smith and I'm applying to the academic position in this subject at the Name of University. I have experience teaching something and something else and my research focuses on this and that. I completed my Ph.D. in this subject in September 2015 at my alma mater.

My educational background is in this and that at the former university along with an earned Master's and Ph.D. degree in this recent subject at this alma mater. I have taught this, that, and everything else. My research is in this area, that area, and another area still.

My dissertation advisor, Professor Head Adviser, and committee members Professor Two and Professor Three have been instrumental throughout my time at Home University. Please feel free to contact me with any questions.

Sincerely,

A handwritten signature in black ink that reads "Phillips". The signature is written in a cursive style with a large initial 'P'.

John Smith