|  |  |
| --- | --- |
| [GIVEN Name]  [FAMILY Name] | [Address]  [Phone]  [Email]  [Twitter/Blog/Portfolio] |

|  |  |
| --- | --- |
|  | Relevant experience with course(S) |

[List each course you are applying to, your previous experience with it (as a student and as a TA, if appropriate), relevant skills, and your availability]

CIS\*0000 / Course Title

* [Have you taken this course before? If so, when? If not, have you taken an equivalent or similar course? Which course, and when?]
* [Do you have TA experience in this course, or an equivalent/similar course? If so, when? What were your main responsibilities?]
* Relevant skills for this course (list explicitly from job description):
  + [List EACH item from the job description. For each item specify your level of skill/experience, from “very low” to “very high”. It may be that you do not have experience with every single item, or only have slight experience with it – that is fine, as it is possible that no one has expertise with all of the items]
* Availability:
  + [list EACH lecture and lab time from WebAdvisor and specify whether you are available (yes/no) for that time.]

|  |  |
| --- | --- |
|  | Additional teaching and leadership experience |

## [Position Title] | [Organization]

[Indicate your teaching, mentoring or leadership responsibilities in this role.]

|  |  |
| --- | --- |
|  | Education |

## [Degree Title] | [School]

### [Dates From] – [To]

[Indicate anything relevant to teaching and learning.]

## [Degree Title] | [School]

### [Dates From] – [To]

[Indicate anything relevant to teaching and learning.]

|  |  |
| --- | --- |
|  | WORK Experience |

## [Job Title] | [Company]

### [Dates From] – [To]

[Describe your responsibilities and achievements in terms of impact and results \*\*relevant to teaching\*\*. Keep in short.]

## [Job Title] | [Company]

### [Dates From] – [To]

[Describe your responsibilities and achievements in terms of impact and results.]

|  |  |
| --- | --- |
|  | Skills |

|  |  |
| --- | --- |
| * [List your strengths as relevant for teaching courses and advising students] * [List one of your strengths] | * [List one of your strengths] * [List one of your strengths] * [List one of your strengths] |

|  |  |
| --- | --- |
|  | Activities |

[Indicate anything else that makes you a good teacher, lab leader, or student advisor. Include any leadership and volunteer experience here, that isn’t mentioned above, especially if relevant to teaching.]