

**THIS SAMPLE CURRICULUM VITAE (CV) IS INTENDED FOR ILLUSTRATIVE PURPOSES.  
THE CONTENT OF YOUR CV WILL BE HIGHLY DEPENDENT ON YOUR OWN EXPERIENCES AND  
QUALIFICATIONS. ALSO REVIEW OUR HANDOUT ON WRITING A CV.**

**PAT A. SMYTHE**

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**EDUCATION**

**Florida Gulf Coast University**, Fort Myers, FL

*Pursuing a Bachelor of Arts Degree in Psychology  
Minor in Sociology*

Expected Graduation May 20xx

Relevant coursework: *Experimental Psychology, Psychological Tests and Measurements, Human Memory and Cognition, Psychology of Learning, Research Methods in Psychology, Behavior Modification, and Social Research Methods,*

**ACADEMIC HONORS & AWARDS**

- 3.8 Cumulative GPA, Deans List, Presidents List
- Member of the Honors Program (Representing the top 10% of students at the university)
- Social Science Advancement Scholarship (20XX)

**RESEARCH EXPERIENCE**

**FGCU Research Day 2010** - Research Thesis: *“Examining Multiple Intelligence Theory among College Freshmen: Impact on Retention.”*

**Directed Study – Under the Supervision of Dr. Mary Smith, Professor of Psychology**

Research Thesis: *“Do teenagers make occupational decisions based on parental influences.”* Involved creating a web-based assessment and conducting outreach to local high schools for study participants.

**Experimental Social Psychology Class Project (Fall 20XX)**

Conducted group research project designed to identify possible relationships between religious affiliation and academic success among college students.

**RELATED EXPERIENCE**

**Southwest Florida Mental Health Center, Fort Myers, FL**

May 20XX – Present

*(A 30-bed facility that provides mental health/substance abuse services, assistance to children with emotional challenges, and rehabilitative service to adults in crisis.)*

*Behavioral Technician*

- Process admissions and discharge of over 300 clients monthly
- Assist Head Clinician with individual and group activities
- Serve as Interim Baker Act Coordinator for guardian assignments

**RELATED SKILLS**

- Working knowledge of SPSS analytical software
- Familiarity with Manuscript Manager and APA Style software
- Experience in survey development and analysis
- Proficient in MS Office, as well as Publisher and Photoshop

## PROFESSIONAL AFFILIATIONS

FGCU Psychology Club, *Secretary* (20XX – Present)

Psi Chi International Honor Society, *Member* (20XX – Present)

## LEADERSHIP

**FGCU Student Government**, *Senator/Public Relations Committee Member*

- Oversee creation of quarterly newsletter distributed to all university staff, faculty, and students
- Communicate legislative updates to University community through website and

## PROFESSIONAL DEVELOPMENT

*FGCU Student Involvement Leadership Academy*, 20XX

*Grant Writing Workshop*, Florida Gulf Coast University, 20XX

## OTHER WORK EXPERIENCE

**Biscayne Bookstore**, *Lead Sales Associate*, Fort Myers, FL

January 20XX – July 20XX

- Training and supervised new employees
- Assisted the Community Relations Manager in hosting author book signing events
- Coordinated schedule of rotating merchandise displays

**The Beachside Restaurant**, *Server*, Fort Myers, FL

August 20XX – December 20XX

**County Parks & Recreation**, *Lifeguard*, Fort Myers, FL

Summer 20XX

## CAMPUS AND COMMUNITY INVOLVEMENT

Zeta Tau Alpha Sorority (FGCU)

Habitat for Humanity, *Volunteer*

Relay for Life, *Team Captain*

FGCU International Club, *Member*