

# PhD Resume Example (1-2 pages maximum)

Usually 2-3 sentences that summarize your history, background and unique qualifications, tailored to the position.

Use areas of expertise or emphasis to communicate your research topic area, or method expertise for non-specialized audiences. Only include topics that are relevant to the position.

This section may include all of your experiences, paid and unpaid, volunteer, community service or professional. Analyze each experience with regard to the skills, abilities, leadership positions and accomplishments gained. Quantify the statements, where possible, and use action verbs.

**Pat Navarro**  
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**Professional Summary**  
More than 5 years of research experience in clinical, academic and hospital settings. Managed a large multi-site study, which led to 3 top tier publications and a patent for a compound undergoing Phase 1 clinical trials. Experience leading lab development, and mentoring professional growth of research trainees.

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**Education<sup>1</sup>**  
**PhD Biological Chemistry** 2015  
University of California, Los Angeles CA  
**Areas of Expertise:** Alzheimer's, Neurological Therapeutics

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**Research Experience<sup>2</sup>**  
**Team Lead, Multi-Site Alzheimer's Research Study, UCLA Dept of Biological Chemistry** 2014-Present

- Coordinated and led a team of multidisciplinary faculty and postdoctoral researchers at 5 research hospitals
- Identified a need for lab instruments and successfully applied for \$40,000 used to secure training, supplies and instrumentation

**Postdoctoral Researcher, UCLA Department of Neurobiology** 2010-2012

- Secured grant funding and managed budgets for 2 independent research projects
- Managed and mentored 4 doctoral students and 16 undergraduate students in experimentation design and delivery

**Doctoral Research Assistant, Vanderbilt University, Neuroscience Department** 2004-2010

- Identified a new target for Alzheimer's therapeutic approaches
- Increased existing client revenue by 30% through service and customer care program
- Attained 'Leaders Club' recognition in the Western Region.

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**Skills<sup>3</sup>**  
**Data Analysis:** Stata, Data Envelopment Analysis      **Modeling Software:** SC/Tetra, Comsol, Solidworks  
**Programming:** Matlab      **Documentation:** Microsoft Office, LaTeX, Mendeley

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**Publications (1 out of 6) Presentations (1 out of 12)**  
Smith, J. & Jones, N. "The effects of Alzheimer's drugs on patients ages 40-45" Nature, V.356 2014  
Smith, J. "Neutralizing Alzheimer's: the ethical dimensions of clinical trials" Presented at the National Association for Alzheimer's Care in New York, 2014

1 Include Institution Name, degree(s) earned, majors/minors, honors, date of completion or expected completion. Education should only come first if you are completing or have completed in the last 2 years.

2 Your extracurricular or service activities may offer a unique way to demonstrate transferrable skills. Top skills employers tend to look for include teamwork, communication skills, data management, analytical and problem solving.

3 These may include laboratory skills, technical skills, foreign language, computer, research skills and others.