

John A. Doe, Pharm.D.
4500 East-West Highway, Suite 900, Bethesda, MD 20814
Email: JohnDoe@gmail.com Phone: (123)456-7890

EDUCATIONAL EXPERIENCES

Generic University Aug. 2012 to May 2016
College of Pharmacy, City, State
Doctor of Pharmacy

Undergraduate University Aug. 2008 to May 2012
College of XYZ, City, State
Bachelor of Science

PROFESSIONAL TRAINING

PGY1 Pharmacy Practice Residency Jul. 2016 to Present
Institution, City, State
Residency Program Director

PROFESSIONAL EXPERIENCES

Staff/Clinical Pharmacist Jul. 2016 to Present
Institution, City, State
Preceptor/Manager, Credentials

- Unique activities or skills with action words

Inpatient Pharmacy Intern May 2014 to May 2016
Institution, City, State
Preceptor/Manager, Credentials

- Unique activities or skills with action words

Community Pharmacy Intern Oct. 2012 to May 2014
Institution, City, State
Preceptor/Manager, Credentials

- Unique activities with action words

PGY1 RESIDENCY EXPERIENCES

Emergency Medicine Planned for June 2017
Hospital Name, City, State
Preceptor: Name, Pharm.D., BCPS

Medical Intensive Care Unit Planned for May 2017
Hospital Name, City, State
Preceptor: Name, Pharm.D., BCCCP

Comment [ASHP NPF1]: Ensure that your email is updated as you progress in your career. Use a personal email if you prefer but make sure it has a professional name.

Comment [ASHP NPF2]: While this example lists postgraduate training in its own section, it is also appropriate to include this information in "Educational Experiences" or "Professional Experiences".

Comment [ASHP NPF3]: It is appropriate to include the staffing component of your residency in this section.

Comment [ASHP NPF4]: Activities should be limited to 2-3 bullet points.

Comment [ASHP NPF5]: Action words should be in past tense as these activities have already been done.

Comment [ASHP NPF6]: It is appropriate to list descriptions of your residency rotations. Activities should be limited to 2-3 bullet points, and action words should be in past tense as these activities have already been done.

Comment [ASHP NPF7]: It is important to include anticipated rotation experiences to showcase your well-rounded or unique experiences. Past and future rotations can be listed in the same section or split into separate sections.

PGY1 RESIDENCY EXPERIENCES (CONTINUED)

Comment [ASHP NPF8]: When a section spans two pages, the section header should be duplicated with the addition of the word continued listed in parentheses.

Neonatal Intensive Care Unit Planned for Apr. 2017
Hospital Name, City, State
Preceptor: Name, Pharm.D., BCPPS

Cardiology Planned for Mar. 2017
Hospital Name, City, State
Preceptor: Name, R.Ph.

Drug Information Feb. 2017
Hospital Name, City, State
Preceptor: Name, Pharm.D., BCPS

Pharmacy Administration Jan. 2017
Hospital Name, City, State
Preceptor: Name, Pharm.D., M.S., FASHP

Medication Safety (Longitudinal) Jan. to June 2017
Hospital Name, City, State
Preceptor: Name, Pharm.D., BCPS

Internal Medicine Nov. 2016
Hospital Name, City, State
Preceptor: Name, Pharm.D., BCPS

Hematology/Oncology Oct. 2016
Hospital Name, City, State
Preceptor: Name, Pharm.D., BCOP

Infectious Diseases Sept. 2016
Hospital Name, City, State
Preceptor: Name, Pharm.D., BCPS-AQ ID

Ambulatory Care: Internal Medicine Clinic (Longitudinal) Aug. to Dec. 2016
Hospital Name, City, State
Preceptor: Name, Pharm.D., BCACP

Surgery Aug. 2016
Hospital Name, City, State
Preceptor: Name, Pharm.D.

Orientation Jul. 2016
Hospital Name, City, State
Preceptor: Name, Pharm.D., M.B.A.

ADVANCED PHARMACY PRACTICE EXPERIENCES (APPEs)

Ambulatory Care: Anticoagulation Clinic

Hospital Name, City, State
Preceptor: Name, Pharm.D., BCACP

Apr. 2016

Hospital Pharmacy

Hospital Name, City, State
Preceptor: Name, Pharm.D., M.S.

Mar. 2016

Intensive Care Unit

Hospital Name, City, State
Preceptor: Name, Pharm.D., BCCCP

Feb. 2016

Drug Information

Hospital Name, City, State
Preceptor: Name, R.Ph.

Jan. 2016

Internal Medicine

Hospital Name, City, State
Preceptor: Name, Pharm.D., BCPS

Nov. 2015

Pediatrics

Hospital Name, City, State
Preceptor: Name, Pharm.D., BCPPS

Oct. 2015

Pharmacy Administration

Hospital Name, City, State
Preceptor: Name, Pharm.D., M.B.A., FASHP

Sep. 2015

Infectious Disease

Hospital Name, City, State
Preceptor: Name, Pharm.D., BCPS

Aug. 2015

Community Pharmacy

Pharmacy Name, City, State
Preceptor: Name, R.Ph., CGP

Jul. 2015

RESEARCH EXPERIENCE

Evaluation of oral vancomycin compared to fecal transplants in cancer patients with recurrent Clostridium difficile infections

Generic University/Institution, City, State
Advisors/Co-investigators: List names, Pharm.D.

Aug. 2015 to Dec. 2016

Comment [ASHP NPF9]: IPPE Rotations are removed once you begin completing a residency. If you previously listed descriptions for your APPE experiences, it is appropriate to also remove those during residency.

Comment [ASHP NPF10]: Research-related items are okay to place in multiple sections, if applicable (e.g., "Posters" and "Publications").

Comment [ASHP NPF11]: If research is ongoing, ensure that your dates reflect that (e.g. August 2015 - Present).

RESEARCH EXPERIENCE (CONTINUED)

“Analyzing cost savings of medication reconciliation by pharmacy students in a pediatric hospital” Oct. 2015

Generic University, City, State

Advisor: Names, Pharm.D., BCPPS

Comment [ASHP NPF12]: The format of this section can vary. Include: Title, dates, university/location research conducted, and advisors/co-investigators.

TEACHING EXPERIENCES

Clostridium difficile infections

Generic University/Institution, City, State

Course Coordinator: Name, Pharm.D.

Mar. 2016

Comment [ASHP NPF13]: Components of your teaching certificate would go in this section but the actual certificate should be listed in “Certificates”.

The Power of Networking

Generic University/Institution, City, State

Course Coordinator: Name, Pharm.D.

Jan. 2016

Comment [ASHP NPF14]: Continuing Education (CE) could be included in this section instead of “Presentations”.

Lab Instructor – Integrated Lab

Generic University, City, State

Course Coordinator: Name, Pharm.D.

Oct. 2014 to Nov. 2014

Tutor – Rho Chi

Generic University, City, State

Course Coordinator: Name, Pharm.D.

Aug. 2013 to May 2014

PUBLICATIONS

Doe JA. Changes in Pharmacy Work Flow. The Hospital Monthly Newsletter. November 2016;3:12.

Comment [ASHP NPF15]: This section includes not only journal articles, but also articles in a newsletter or on a website.

POSTERS

Doe JA, Meyer OA, Wayne BA. Evaluation of oral vancomycin compared to fecal transplants in cancer patients with recurrent *Clostridium difficile* infections. American Society of Health-System Pharmacists Midyear Clinical Meeting, Las Vegas, Nevada. December 2016.

Doe JA, Smith DA, Osbourne ML. Analyzing cost savings of medication reconciliation by pharmacy students in a pediatric hospital. American Society of Health-System Pharmacists Midyear Clinical Meeting, New Orleans, Louisiana. December 2015.

Comment [ASHP NPF16]: Make sure formatting is similar throughout the CV. It is good to match your “Posters” section to your “Publications” section.

REGIONAL AND STATE PRESENTATIONS

“Sleepless in Seattle: Pharmacologic Updates for the Treatment of Insomnia” Nov. 2016

ACPE accredited formal presentation to specific health care professionals; State Regional Conference. Institution, City, State.

INSTITUTIONAL PRESENTATIONS

TAVR: For a Valve With SAS Feb. 2017

Formal presentation on new information on transcatheter aortic valve replacements to specific health care professionals; Institution, City, State.

How Shocking! Sepsis Guideline Updates Jan. 2017

Formal presentation on the updated sepsis guidelines to specific health care professionals; Institution, City, State.

Sorry, I Can't Hear You Nov. 2016

Formal presentation on medication-induced ototoxicity to specific health care professionals; Institution, City, State.

Drop It Like It's Hot Oct. 2016

Formal presentation on Palmar-Plantar Erythrodysesthesia (hand-foot syndrome) to specific health care professionals; Institution, City, State.

Antibiotics: The Fifth Generation Sep. 2016

Formal presentation on ceftaroline to specific health care professionals; Institution, City, State.

Novel Oral Anticoagulants Aug. 2016

Formal presentation on novel oral anticoagulants to specific health care professionals; Institution, City, State.

LEADERSHIP EXPERIENCES

Generic Residency Program Aug. 2016 to Present

Chief Pharmacy Resident

- Activities/duties with action words

Generic Residency Program Aug. 2016 to Present

Committee Lead

- Activities/duties with action words

American Society of Health-System Pharmacists Aug. 2014 to Aug. 2015

Leadership role/title

- Activities/duties with action words

Comment [ASHP NPF17]: There are several methods for formatting your presentations as seen on the Student CV example. As you go through each transition, it is normal to change how sections of your CV appear as a means to look more professional.

Comment [ASHP NPF18]: Use similar formatting throughout transitions and highlight different ways to format in the annotation.

Comment [ASHP NPF19]: Only include presentations that are relevant to the job for which you are applying. Also, as time goes by and more presentations occur, start removing your student presentations.

Comment [ASHP NPF20]: It may be appropriate at this stage of your career to remove undergraduate leadership experiences if they are no longer relevant.

PROFESSIONAL ACTIVITIES AND AFFILIATIONS

Pharmacy and Therapeutics Committee	Jul. 2016 to Present
American Society of Health-System Pharmacists	Aug. 2012 to Present
State Pharmacy Organization	Aug. 2012 to Present
Undergraduate Professional Organization	Aug. 2011 to May 2012

Comment [ASHP NPF21]: It can be appropriate to combine this section with "Leadership Experiences".

COMMUNITY SERVICE

Student-Run Free Clinic Aug. 2013 to Aug. 2015
Student Pharmacist

- Activities/duties with action words
- Hours served: 4 hours/week

Comment [ASHP NPF22]: It may be appropriate to remove undergraduate experiences at this point in time.

HONORS AND AWARDS

Dr. Name Student Leadership Award	Apr. 2014
State Society of Health-System Pharmacists Scholarship Award	Apr. 2014
Phi Lambda Sigma (National Pharmacy Leadership Society)	Inducted Mar. 2013

Comment [ASHP NPF23]: Undergraduate experiences should be removed at this point in time.

Comment [ASHP NPF24]: Consider including a one line description of the criteria or qualifications on which the honor/award is based, if not widely understood.

LICENSURES AND CERTIFICATIONS

State Registered Pharmacist (#123456789)	July 2016 to Present
Generic University Teaching Certificate	Aug. 2016 to Present
Advanced Cardiac Life Support	July 2016
Immunization Certification	Dec. 2013
Human Research Training	Sep. 2012

Comment [ASHP NPF25]: Pharmacist license supersedes all other certifications in this section. An intern license should be removed once pharmacist licensure is obtained.

Comment [ASHP NPF26]: Once higher certifications are obtained, others can be removed. For example, if you have Advanced Cardiac Life Support certification, it is assumed you have Basic Life Support certification.

REFERENCES

Available upon request