



---

## Interview and Resume Tips: Tips for Teachers

A teacher's resume is much like writing a resume for any other type of job. Many teachers and professors call their resume Curriculum Vitae. This type of resume is a summary of academic and professional history along with professional achievements and many times books the professor has written. Here I will go over some of the important parts of a teachers resume. To find more articles like this one go to [www.hound.com](http://www.hound.com).

1. Academic History. Academic history lists where the teacher went to high school, college, grad school, and so forth. This listing also covers teacher certifications as well. Teachers will want to mention their certification and graduate hours (if earned) on their resume as they may have specialized in certain areas of study they wish to list on their resume.
2. Professional History. Professional history consists of your work history. All work should be listed whether it is academic or not – it counts for something on your resume.
3. Publications. Many teachers and professors write for scholarly journals and some write books. It is important to list these publications on your resume. If you have written many publications then a book style resume may be needed. A book style resume has a front cover page and inside pages similar to the way a readable book has a front, back, and inside pages.
4. Awards and recognitions. Teachers and professors often win awards for their excellent teaching skills. These awards and recognitions should be listed towards the end of your resume in a special category listing. It really does not matter when the awards were given as long as they are properly listed on you resume in the right category heading.
5. Types of resumes. Generally a skills resume would work better for a teacher than a chronological resume. With a skills resume teachers can hone in more on their teaching skills and also focus on special areas they are most knowledgeable in.

A teacher's resume can prove very impressive with special awards and recognitions earned. They may often possess a resume that is longer than your average one if they have written for academic publications or written their own book. The general rules of keeping your contact information up to date and correctly listed are the same principals followed in a regular resume. From this article you will see how a teacher's resume varies from the run of the mill resume. To find additional interview and resume improvement related articles and the most comprehensive **career advice** on the web go to [www.hound.com](http://www.hound.com).



**See the following articles for more information:**

- **[21 Major Interview Mistakes to Avoid at All Costs](#)**
- **[The Best Way to Prepare for a Job Search and Interviews](#)**
- **[How to Talk About Other Interviews in Your Interviews](#)**
- **[How to Answer the Tell Me About Yourself Interview Question](#)**
- **[How to Answer the Do You Have Any Questions for Me Interview Question](#)**