

## **Guidelines for content and structure of CV and list of publications**

### **CV**

For applications for associate professorships, your CV must not exceed 2 pages.

Your CV should include the following:

- Personal data
- Education (indicate obtained degree(s), year and university"
- Current and most recent positions held.
- All employments (including starting date and end date) as well as all periods of leave (e.g. maternity/parental, family care leave, military service, humanitarian aid work, etc.). State the cause, starting date and end date of the leave period.
- Other scientific qualifications.
- Academic awards and honours.
- Management experience, including experience with project management and heading research projects.
- Scientific focus areas.
- International relations.
- Academic Supervision (BA, Master, PhD students and postdocs).

**List of publications** - (the list of publications is a separate document).

- The list of publications must only include papers that have been published or accepted for publication.
- Abstracts should not be included.
- All publications must be numbered.
- Indicate title of paper, order of authorship, journal name, year of publication, volume number as well as first and last page number (Vancouver -style), or article number and number of pages. Copy-paste from Pubmed of the applicants publications is allowed.
- Mark the most important publications (maximally 10).

The list of publications must be divided into the following categories. Publications must be listed chronologically:

**The list of publications should use the following subheadings:**

- I. ORIGINAL SCIENTIFIC PUBLICATIONS (PEER REVIEWED)
- II. SCIENTIFIC REVIEWS (PEER REVIEWED)
- III. OTHER PEER REVIEWED PUBLICATIONS (parallel publications, editorials, letters etc.)
- IV. BOOK CHAPTERS AND BOOKS
- V. NON-SCIENTIFIC AND POPULAR PUBLICATIONS
- VI. PATENTS (Patent references for patents obtained or applied for, which are relevant to your research)

If you list your H-factor in your CV or list of publications, you must state when and how you have calculated it.