

CV or Résumé?

Both a curriculum vitae (CV) and a résumé are used to demonstrate your potential for success in a particular position.

What's the difference?

One of the biggest differences between a résumé and a CV is in the audience.

- In the United States, a curriculum vitae (CV) speaks largely to an academic audience and documents your academic and scholarly accomplishments.
- A résumé often reviewed in under 20 seconds, so it must be concise and demonstrate your skills and experiences quickly.

The CV-Résumé Continuum

Many documents exist as a hybrid document along a continuum between a CV and a résumé. If you are applying for a nonacademic research-oriented position, an administrative job at a university, or a community-college faculty position, you may create a two-page document that provides more information than the typical résumé (such as research experience, recent publications, etc.) but is shorter and more targeted than a CV.

The following table can help explain the different types of documents. As with all application materials, you must keep your audience in mind and provide information about your relevant experiences.

| | CV | CV-Résumé Hybrid | Résumé |
|------------------------------|--|---|---|
| Audience | Fellow academics in your field of study as you apply for faculty jobs, postdocs, or fellowships. | Employers in fields that value your academic experience, such as community colleges, libraries, and industry research. | A general audience of employers who hire for a wide variety of positions. |
| Goal | Demonstrate your academic achievements and scholarly potential, including research, teaching and honors. | Show how your academic and/or research background as well as other experiences prepare you for this particular position. More skills focused. | Represent the skills and experience necessary to succeed within the position from all areas: job-related, volunteer, and extracurricular. |
| Length | As long as needed. | Usually two pages. | One or two pages only. |
| Essential Information | Publications, presentations, education, teaching experiences, honors, and grants. | Depends on the position, but can include research tools, publications, or disciplinary expertise. | Skills and experiences you have gained as related to the job you are seeking. |
| References | Include. | If requested. | Do not include. |



Online resources:
grad.illinois.edu/CareerServices

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