**Duke-NUS / SingHealth CV Template**(For Faculty and Senior / Principal Research Scientist Appointments)

Please attach photo below:

*Updated as at \_\_\_\_\_\_\_\_*

*Please do not delete any sections and use “NA” for no entry.*

*Please use continuation pages when necessary.*

1. **Personal Particulars**

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| --- | --- |
| Full Name:  |  |
| Last Name: |  |
| Date of Birth : |  |
| Nationality : |  |
| Gender : | Male / Female |

1. **Brief Biography** *(Compulsory, in 1-2 paragraphs)*
2. **Current Appointment Details**

*Please refer to section (7) Professional Training & Academic Career (Employment History) for more information*

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| --- | --- |
| Institution of Primary Appointment: |  |
| Contract Type of Primary Appointment (Regular / Term): |
| Contract End Date of Primary Appointment:  |
| Secondary Appointment(s), if any *(include clinical faculty appointment with NUS if applicable):* |
|  |
| Present Rank(s) and Title(s) in Duke-NUS:  |  |
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1. **Educational & Training Qualifications**

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| --- | --- | --- | --- | --- |
| Qualification | Country | Name of School / Institution / University | Date of Attainment | Input “X” if Highest Qualification |
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1. **Certification & Licensure**
2. **Medical Professional License**

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| --- | --- | --- | --- |
| Licensing Board | Licensing Number | Date (DD/MM/YYYY) | Country |
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**(B) Specialty Certificate**

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| Certificate Board | Certificate Number | Name of Medical Sub-Specialty | Year | Country |
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1. **Membership in Professional & Academic Societies**

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| Organisation(s) | Rank / Title / Position | From (YYYY) | To (YYYY) |
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1. **Professional Training & Academic Career (Employment History)**

*Listing of all professional training and work experiences to-date, i.e. training rotations, past and present appointments, beginning with the first postgraduate position.*

**Academic / Clinical / Research / Administrative / Industry:**

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| --- | --- | --- | --- | --- |
| Training Type | Hospital / Institution / Organisation | Rank / Title / Position | From (MM/YYYY) | To (MM/YYYY) |
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1. **Major Personal Events** *(Optional)*

*Inclusive of personal events that might have a bearing on the review of the faculty appointment, promotion or tenure application, e.g. childbirth / maternity leave, major illness requiring extensive leave, loss of property, or disruption of lifestyle.*

1. **Publications**

*Inclusive of Authors, Article Title, Journal Name, Date of Publication, Volume / Issue / Page Number with candidate’s name in* ***bold****. For example:*

*Authors*

[*Veronesi U*](http://www.ncbi.nlm.nih.gov/pubmed?term=%22Veronesi%20U%22%5BAuthor%5D)*,* [*Maisonneuve P*](http://www.ncbi.nlm.nih.gov/pubmed?term=%22Maisonneuve%20P%22%5BAuthor%5D)*,* [***Decensi A***](http://www.ncbi.nlm.nih.gov/pubmed?term=%22Decensi%20A%22%5BAuthor%5D)***.***

*Article Title*

 *Tamoxifen: an enduring star*

*J Natl Cancer Inst. Feb 2007; 99(4): 258-60*

*Page Number*

*Journal Name*

*JIF: 14.336, Times Cited: 11*

*Publication*

*Date*

*Citation*

*Volume*

*Issue*

*Journal Impact Factor*

*Candidates who are being put up for (1) Associate Professor with tenure, (2) Professor with tenure (3) Professor (Tenure / Research / Educator / Practice Track ) or (4) Senior Principal Research Scientist appointment should include the following:*

1. *Journal Impact Factor of every journal published for the last 5 years;*
2. *No. of citations for every publication published for the last 5 years (Optional)*

***Sequential listing of publications (#1 being the oldest) excluding publications that are submitted for review but have not been accepted or published.***

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| 1. **Refereed Journals**

*Refereed articles are scientific publications that have active editorial boards and a system of critical review of all submissions for publication.* [*Ulrichsweb*](http://ulrichsweb.serialssolutions.com.libproxy1.nus.edu.sg/search/-1396169176) *provides a list of refereed journals.* |
| 1. **Original Articles**
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| 1. **Review Articles**
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| 1. **Letters (e.g. to Editor), Editorials & Case Reports**
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| 1. **Non-Refereed Publications**

*Non-refereed publications refer to those which do not routinely use a system of critical review prior to publication; such articles are often solicited by the publisher.* |
| 1. **Review Articles**
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| 1. **Books & Chapters**

*In the format as shown and with name in* ***bold*** *(as book author/editor):**Authors**Publication Year**Editors**Chapter Title**Albani S,* ***Carson DA,*** *1989, Molecular mechanisms involved in the association between HLA DR4 and rheumatoid arthritis., J. Sany, Roudier J, WJ Koopman, in Seventh International workshop on Immuno-Rheumatology, Edition de l’Interligne, 1, 191-195**Book Title**Times Cited: 10**Page Number**Name of Publisher**Edition* *Number**Citation* |
| 1. **Letters (e.g. to Editor), Editorials & Case Reports**
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| 1. **Abstracts** *(Optional)*
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| 1. **Top 10 Publications** *(from the most impactful publication onwards. Optional for Tenure / Research / Educator / Practice / Adjunct / Clinical Track (1) Instructor and (2) Assistant Professor candidates)*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Rank | Article Title | List of Authors with candidate’s name in **bold** | Publication Name | Edition no. | Publication Year | Remarks (\*Indicate Candidate’s Role and Contributions) |
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| 1. **h-index** *(Required for (1) Associate Professor with tenure, (2) Professor with tenure, (3) Professor (non-tenure), (4) Adjunct / Clinical Associate Professor, (5) Adjunct / Clinical Professor and (6) Senior Principal Research Scientist appointments)*

*Inclusive of h-index, method for calculation [e.g. Google Scholar Citations (preferred), Web of Science] and date that the index was determined.*  |
|  **(E) ORCID** *(Required for all Faculty appointment ranks and (Senior) Principal Research Scientists)* |

1. **Intellectual Property/ Technology Declarations**
2. Total number of Duke-NUS affiliated Invention Disclosures submitted :
3. Total number of Duke-NUS affiliated Trademarks submitted :
4. Total number of Duke-NUS affiliated Patents filed :

 *Inclusive of provisional and published patents.*

1. Total number of Duke-NUS affiliated IP granted / registered :

 *Inclusive of copyrights and trademarks registered.*

1. **Duke-NUS Patents Published**

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| --- | --- | --- | --- | --- |
| Title | Inventor(s) | Publication Date | Publication Number | Patent Office |
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1. **Duke-NUS Copyrights and Trademarks Registered**

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| Registration Date | Type | Title | Inventor(s) | Registration Number | Country |
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1. **Duke-NUS Technology Declarations**

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| --- | --- | --- | --- | --- | --- | --- |
| Title | Inventor(s) | Application Date | Application Number | Patent Office | Date Granted  | Patent Number (if granted) |
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1. **Other Intellectual Property (Trademark / Copyright / Patent)**

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| --- | --- | --- | --- | --- | --- | --- |
| Registration / Publication Date | Type of IP | Title | Inventor(s) | Registration / Publication Number | Country | Patent Office |
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1. **Other Technology Declarations**

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| --- | --- | --- | --- | --- | --- | --- |
| Title | Inventor(s) | Application Date | Application Number | Patent Office | Date Granted  | Patent Number (if granted) |
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1. **Licences / Agreement with Companies**

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| Registration Date | Type | Title | Company | Licence/Agreement Number | Country |
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1. **Editorship**

*Inclusive of roles (e.g. editor, reviewer or member of editorial board) in editorship of journals and books.*

1. **Education Activities (Teaching Portfolio)**

*Chronological listing of activities related to Medical Education, or educational activities related to Research / Clinical Innovation, beginning with the oldest.*

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| 1. **Educational Philosophy (500 words max):**

*Inclusive of the following elements: personal theory of learning, goals of instruction, role and responsibility of the student and instructor, and a description of the variables that promote learning.* |
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| 1. **Seminars / Lectureships**
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| 1. **Local**
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| **(ii) International** |
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| 1. **Teaching Activities in Local Institutions** *(Optional for Faculty candidates who are PhD Research Investigators)*
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| **(i) Undergraduate Education:**  *Inclusive of date, title of teaching, audience and evaluation (if available).* |
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| **(ii) Postgraduate Education:**  *Inclusive of date, title of teaching, audience and evaluation (if available).* |
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| 1. **Leadership Positions or Roles in Education / Clinical Innovation / Commercialisation / Industry**

**(e.g. Course Directorship, Curriculum Planning / Development Committees / Facilitation of Start-Ups, etc.)***Inclusive of the title, date / period, audience, a brief description and frequency conducted.* |
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| 1. **Advisory / Mentoring Role:**

*Inclusive of date (range from - to), student name, student level (medical student, fellow, postgraduate, faculty, resident) and title of student work.* |
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| 1. **Educational Administration:**

*Inclusive of the period of engagement, organisation and your title / role.* |
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| 1. **Continuing Medical Education (date, title, certificate):**

*Inclusive of date, title and certificate with description on strategies implemented to improve teaching.* |
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1. **Clinical Activities**

*(Applicable to candidates with >50% FTE in Research or Medical Education)*

*List of previous and current year clinical activity - type of practice and estimate of time commitment: (list in order of % time commitment from highest to lowest %)*

1. **Conferences Attended and Speaking Invitations**

*Chronologically listed, beginning with the oldest.*

**(A) With Oral Presentations**

1. **With Poster Presentations**
2. **Without Presentations** *(Optional for PhD Research Investigators)*

 *Conferences attended (without abstract / poster presentation).*

1. **Research & Innovation Activities**
2. **Research & Commercialisation Funding Support**

 **(i) Current Funding**

*Listing of Funding Support from role as PI first, followed by that of Co-I / Collaborator. As Co-I / Collaborator, to indicate dollar quantum of funds to Co-I / Collaborator’s lab.*

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Project Title or Startup Name | Role (eg. PI, Co-I, Founder etc) | Origin | Name of Grant (if applicable) | Funding Agency | Project or Startup Funding Start Date | Duration (if applicable) | Amount  | Currency |
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**(ii) Past Funding**

*In reverse chronological order, with role as PI first, followed by that of Co-I / Collaborator. As Co-I / Collaborator, to indicate dollar quantum of funds to Co-I / Collaborator’s lab.*

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| Project Title or Startup Name | Role (eg. PI, Co-I, Founder etc) | Origin | Name of Grant (if applicable) | Funding Agency | Project or Startup Funding Start Date | Duration (if applicable) | Amount  | Currency |
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**(iii) Pending Proposals**

 *Listing of submitted proposals which are under consideration only, from role as PI first followed by that of Co-I / Collaborator. As Co-I / Collaborator, to indicate proposed dollar quantum of funds to Co-I / Collaborator’s lab.*

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Project Title or Startup Name | Role (eg. PI, Co-I, Founder etc) | Origin | Name of Grant (if applicable) | Funding Agency | Project or Startup Funding Start Date | Duration (if applicable) | Amount  | Currency |
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1. **Collaboration with Local and Overseas Institution**

*Inclusive of project status, i.e. completed / ongoing*

1. **Research Interests**
2. **Committee Work**
3. **Hospital**
4. **Ministry of Health**
5. **University / Medical School**
6. **Professional Bodies**
7. **Others**

*Contributions towards Industry may be listed here.*

1. **Awards & Honours**

**(A) Academic / Clinical / Research / Innovation Awards**

**(B) Others**

*Features of innovative work may be listed here.*

1. **Top 10 Contributions** *(Optional for PhD Research Investigators)*

*List of contributions beginning with the most significant. Committee work and editorship of journals, etc. may be listed here.*

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| --- | --- | --- |
| Rank | Description of Contribution | Year of Contribution |
| 1 |  |  |
| 2 |  |  |
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1. **Hobbies / Special Interests** *(Optional for PhD Research Investigators)*

*Note: In submitting this CV, I hereby agree to it being shared between Duke-NUS and SingHealth in association with any official matters in either or both of these institutions.*