

EXAMPLE Job Vacancy: HBO Nursing Lecturer CV

Objective: To be invited for a job interview

Situation and Problem Statement:

Cécile wanted to make a transition from a PhD to an HBO Nursing Lecturer position. The two main requirements in the job posting were: experience in nursing and teaching. She had some experience in both, but not sufficient for this vacancy.

In her old CV, she started page 1 with her education and then listed her PhD under 'work experience', which was right. She mentioned the title of her doctoral research and her supervisors. She had gained various work experiences relevant to this position through part-time jobs during her studies, but this was placed on page 2, and she hadn't even mentioned all her side jobs "because it was so long ago and just a part-time job". However, for this vacancy, this information was relevant, even if it was some years ago.

Solution:

We placed everything relevant on page 1, so it immediately became clear what she brought to this position. See the next page.

Some key points we adjusted to increase her chances of being invited:

- An introductory text where the first line already shows the match with her interest and experience for the position. 'Transferring knowledge...' instead of: 'I am a motivated researcher...'
- Relevant competences from the vacancy are highlighted on the CV: 'Experience as a nurse' we translated to 'Patient contact' and 'Teaching experience' became 'Knowledge transfer'. This immediately shows the similarity with the vacancy, but we've broadened it slightly so that more of her experience could be included. Her part-time jobs in nursing departments are now prominently displayed on the first line under the competency 'Patient contact'.
- We described her work experience as a PhD in bullets, with the most important aspects for the vacancy at the top and the less important ones below. This deviates from the time allocation in doctoral research; in her old CV, she had started with bullets four, five, and six because those were the main tasks of her job.

Cécile Massit

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PROFILE

Committed - Inquisitive - Honest - Result-oriented - Organized - Team player - Spontaneous

Transferring knowledge is something that makes me very enthusiastic. I have regularly given presentations and guest lectures, among others to nurses. Because of my background as a researcher, I have a lot of knowledge about healthcare, which I would like to use in practice. With this I hope to form a bridge between science and the patient. My ultimate motivation is to train healthcare professionals to bring care to an optimal level, and thereby improve the health of patients. I like to do this in a team. I am also used to working on a project basis, in which I work in a result-oriented and efficient way.

RELEVANT COMPETENCES

Patients contact

The healthcare sector suits me and has been a common thread through my life from an early age. I know the needs of both the organization and the patient. I have been in contact with patients in various healthcare organizations:

- Side jobs on nursing wards in the hospital
- Volunteering in aged care
- Developing healthcare technology with oncology patients
- Interviews with patients about their healthcare needs

Knowledge transfer

I have experience in coaching and developing students, both individually and at group level. I am also involved in providing education. Experience:

- Developing and giving presentations to nurses
- Mentoring first year students
- Provide study information to groups of students
- Conduct course evaluations
- Giving and organizing (guest) lectures
- Provide graduation supervision

WORK EXPERIENCE



2016 - current
PhD researcher – VU University Amsterdam

- Presenting research results at conferences and symposia
- Supervising master's thesis student
- Substantive knowledge about body image in colorectal cancer patients
- Setting up, data collection, analysis and reporting of various studies in this area
- Applying scientific research methodology and statistics
- (Co-)author of 7 publications in international scientific journals



UNIVERSITEIT VAN AMSTERDAM

2013 – 2018

Project coordinator – University of Amsterdam (UvA)

- Technical and substantive development of an online self-management tool that helps cancer patients find the most optimal oncological aftercare, tailored to their personal situation.
- Implementation project. Implementing an online instrument in Dutch healthcare.
- Collaborate with stakeholders: patient associations, health insurers, knowledge centres, hospitals, universities. Regular consultation, giving presentations, connecting parties.



2010 – 2012

Several part time jobs – Amsterdam University (UvA); Hospital group Amsterdam

- Mentor of first-year psychology students; individual and group counselling. Giving lectures on learning skills and exam training, dealing with cultural differences.
- Conduct course evaluations in psychology training
- Coordinator information team psychology training
- Assisting with interior care, nutrition and spiritual care in the hospital

EDUCATION

2017-2019	Amsterdam University (UvA) - MSc Health Psychology and Technology
2014-2017	Amsterdam University (UvA) - BSc Psychology
2008-2014	SCG - Gymnasium, Amsterdam, profile Nature & Health

SKILLS AND COURSES

Languages

Dutch: native

English: excellent

IT skills

SPSS Statistics, Endnote / Mendeley, NetQ, Microsoft Office

Courses

'Regulations and Organization for Clinical Investigators - Fundamentals', NFI (2022)

'Research Ethics', VU University Amsterdam (2021)

'Introduction to Clinical and Basic Oncology', NVVO (2021)

'Qualitative interviewing', Evers Research & Training (2016)

ADDITIONAL ACTIVITIES

2019 - current	Member Committee Cancer Centre Amsterdam, Quality Of Life group
2015 - 2017	Board member Student Section Dutch, Psychology Institute

LEISURE ACTIVITY

Dancing, cooking, hockey, reading, travelling.