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## Curriculum Vitae

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### Joanna Bloggs, BA (Hons), MIfA

Address, including postcode

Tel: work and home, including mobile; E-mail: professional address

Optional details: date of birth, nationality

**Education** (put most recent first and include details of module marks if relevant)

**2008-2011**      **BA Hons** (University of Manchester): 1<sup>st</sup> class

Modules: Dissertation 'Human Remains in Museums' (75%), Long Essay 'Ethics of Archaeological Fieldwork' (69%), Funerary Landscapes (72%), Data Processing (65%), Fieldwork, Practice and Interpretation (73%)

**2001-2007**      **John Smiths High School**

- **A-levels:** English Literature (A), History (A), Biology (B), General Studies (A)
- **GCSEs:** English Language (A), English Literature (A), Mathematics (B), Physics (B), Biology (A), Geography (A), History (A), Art (B).

### Archaeological Work Experience

Supervisor

- Whitworth Park Community Archaeology Project, University of Manchester 2010 (Directed by Prof. Sian Jones and Dr Melanie Giles)  
- duties included supervision of undergraduates and community volunteers, organisation of recording system, collation of site context records, section and plan drawing, photography.

Finds Assistant

- Stonehenge Environs Project 2009 (Directed by Prof. Julian Thomas, Dr Colin Richards and Prof. Mike Parker Pearson)  
- duties included on-site excavation, recording and lifting, post-excavation management, basic conservation and record keeping.

Field Assistant

- Ardnamurchan Transitions Project 2008 (Directed by Dr Hannah Cobb)  
- duties included excavation and single-context recording, section and plan drawing, survey and fieldwalking.

### Museum Work Experience

Museum Volunteer 2010-2011 (one day per week)

- University of Manchester Museum (curator: Dr Bryan Sitch)  
- duties included front of house work (enquiry desk, shop sales and cashing up, stock replacement) and outreach work ('Big Saturday' archaeology event, schools hands-on

workshops), archival work (cataloguing of archival material using KEMU), galleries exhibition work (assisting curator in re-design of temporary exhibitions).

### **Non-Archaeological Work Experience**

Again list most recent first – include other voluntary or relevant work experience

### **Positions of Responsibility**

- **Peer Mentor – Archaeology** (produced pre-arrival guide for new UG students, organised induction event, fieldtrip and pub crawl, and held weekly drop-in sessions for new students, as well as participating in fieldwork briefings and careers sessions)
- **University of Manchester ArcSoc Committee Member** ('Archaeology Society) Social Secretary – organising social events such as the Archaeology Ball and guest lecture series

### **Additional Key Skills**

- Key Skills or transferable skills
- Driving Licence
- First Aid Training
- Health & Safety Induction

### **Conferences**

Important for an academic career

### **Grants and Prizes**

Have you won any prizes or awards? Gained external funding for some research?

### **Membership of Societies and Professional Bodies**

Are you a student member of any organisations eg IfA, CBA, EH, Proc Soc?

### **References**

Include the contact details of at least two referees, once you have gained their permission: ideally, one academic and one employer (site director, curator etc.)