**NOVEL MSCA Postdoctoral Programme Structured Curriculum Vitae Template**

*The Structured curriculum vitae (CV) should be completed as a word file. Once complete, please save it as a PDF file and upload it on the NOVEL application portal, alongside the other required documents. The file name should be in this format: ‘Full name of applicant\_CV’.*

***Applications must comply with the character limitations that are stated in each section below.***

|  |  |
| --- | --- |
| Date of CV completion |  *DD/MM/YYYY* |

**Personal Details**

|  |  |
| --- | --- |
| Name |  Write here |
| Surname |  Write here |
| Date of birth |  *DD/MM/YYYY* |
| Contact telephone |  Write here |
| Contact email |  Write here |
| Researcher ID no. | Researcher ID |  Write here |
| Orcid code |  Write here |

**Instructions, Personal Details Section:**

*Researcher ID (RID) is a web-based community that makes the publications of participating authors visible. Users receive a stable personal identification number (RID) that can be used for searches in the Web of Science. Users have a profile where they can integrate their research topics, publications and citations.*

*Access: Web of Science > My tools > Researcher ID*

*ORCID code is a 16-digit identifier that provides researchers with an unambiguous author code that allows them to clearly distinguish their scientific- technical production. This avoids confusion related to the authorship of research activities carried out by different researchers with the same or similar personal names.*

*Access:* [*www.orcid.org.*](http://www.orcid.org/)

*If you do not have a Researcher ID or ORCID code, do not fill in these sections.*

**A. Current status of employment or study**

|  |  |
| --- | --- |
| Organisation/university |  Write here |
| Dept./Institution |  Write here |
| Address |  Write here |
| Telephone |  Write here |
| Email |  Write here |
| Current title or position and short task description. |  Write here | Start date |  *DD/MM/YYYY* |

**A.1 Previous status of employment or study ( 5 latest)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Organisation/university | Dept./Institution | Professional category(doctoral student, employee...), title, and short task description. | Start date | Final date |
| Write here |  Write here |  Write here |  Write here | *DD/MM/YYYY* |
| Write here |  Write here |  Write here |  Write here | *DD/MM/YYYY* |
| Write here |  Write here |  Write here |  Write here | *DD/MM/YYYY* |
| Write here |  Write here |  Write here |  Write here | *DD/MM/YYYY* |
| Write here |  Write here |  Write here |  Write here | *DD/MM/YYYY* |

 **A.2 Education** *(degree, institution of higher education, date)*

|  |  |  |  |
| --- | --- | --- | --- |
|  Doctorate, Master, Bachelor, Other |  University |  Was your degree completed in English. Y/N |  Year/Date |
|  Write here |  Write here | Write here | *DD/MM/YYYY* |
|  Write here |  Write here | Write here | *DD/MM/YYYY* |
|  Write here |  Write here | Write here | *DD/MM/YYYY* |
|  Write here |  Write here | Write here | *DD/MM/YYYY* |
|  Write here |  Write here | Write here | *DD/MM/YYYY* |

**A.3 Mobility rule assessment**

*According to the MSCA mobility rule, applicants must not have resided or carried out their main activity (work, studies etc.) in the country of the prospective host university for more than 12 months in the 36 months immediately before the call deadline (May 31, 2025). Compulsory national service, short stays (e.g., holidays) and time spent applying for refugee status under the Geneva convention are not considered.
In order to assess this, please complete the table below to confirm your location in the previous 36 months (one entry in each cell is required).*

|  |  |  |
| --- | --- | --- |
| Month and Year | Country of residence(Where did you live?) | Country of main activity(Where did you study or work?) |
| May 2025 | Write here | Write here |
| April 2025 | Write here | Write here |
| March 2025 | Write here | Write here |
| February 2025 | Write here | Write here |
| January 2025 | Write here | Write here |
| December 2024 | Write here | Write here |
| November 2024 | Write here | Write here |
| October 2024 | Write here | Write here |
| September 2024 | Write here | Write here |
| August 2024 | Write here | Write here |
| July 2024 | Write here | Write here |
| June 2024 | Write here | Write here |
| May 2024 | Write here | Write here |
| April 2024 | Write here | Write here |
| March 2024 | Write here | Write here |
| February 2024 | Write here | Write here |
| January 2024 | Write here | Write here |
| December 2023 | Write here | Write here |
| November 2023 | Write here | Write here |
| October 2023 | Write here | Write here |
| September 2023 | Write here | Write here |
| August 2023 | Write here | Write here |
| July 2023 | Write here | Write here |
| June 2023 | Write here | Write here |
| May 2023 | Write here | Write here |
| April 2023 | Write here | Write here |
| March 2023 | Write here | Write here |
| February 2023 | Write here | Write here |
| January 2023 | Write here | Write here |
| December 2022 | Write here | Write here |
| November 2022 | Write here | Write here |
| October 2022 | Write here | Write here |
| September 2022 | Write here | Write here |
| August 2022 | Write here | Write here |
| July 2022 | Write here | Write here |
| June 2022 | Write here | Write here |

**A.4 Research gap periods after PhD**

|  |  |  |
| --- | --- | --- |
| Inactivity start date | Inactivity end date | Reason |
| *DD/MM/YYYY* | *DD/MM/YYYY* | Write here |
| *DD/MM/YYYY* | *DD/MM/YYYY* | Write here |
| *DD/MM/YYYY* | *DD/MM/YYYY* | Write here |
| *DD/MM/YYYY* | *DD/MM/YYYY* | Write here |
| *DD/MM/YYYY* | *DD/MM/YYYY* | Write here |

*Candidates must have a maximum of 7 years of experience in research from the date of award of their (first) doctoral degree.*

*In the table, reference must be made to any period of career breaks during which your research experience was interrupted and the reasons for this, e.g. parental or other care or medical leave; working experience outside scientific research. Please refer to the possible time limit extensions (in days) on page 15 of the NOVEL´s Guide for Applicants.*

***The following sections B and C will assess your qualifications and motivation for a NOVEL postdoc position.***

**B. Main achievements**

*In this section (B1-B3), please identify your main merits related to research; teamwork and leadership; teaching and supervision, as well as community engagement and societal outreach.*

**B.1 Research**

*In this section, please explain why your merits and outputs matter by focusing on the quality and impact of research rather than quantity or publishing arena. You can support your argument with indicators such as the number of citations (to the most important publications you identify; mark the database you are using- Scopus, Web of Science, Google Scholar...); scientific prizes or awards; keynotes/invited talks; competitive research funding received; the number of downloads on research portals (e.g. ResearchGate, Academia.edu, etc.).*

*PLEASE NOTE THAT YOU CANNOT INCLUDE IMPACT FACTORS OR JOURNAL, PUBLISHER, OR CONFERENCE RANKINGS. We will not consider documents that include impact factors or rankings.*

*Please respond to the following questions:*

|  |
| --- |
| Describe your own strengths and skills as a researcher. What is your vision for your career in the coming 5–10 years?*(2000 characters maximum, including spaces)* |
| *Write here* |
| What are your key merits or achievements in **research**? Describe concretely 1–3 of your key outputs to support your argument. Justify why your merits and outputs are significant.*(2000 characters maximum, including spaces)* |
| *Write here* |

**B.2 Teamwork and Leadership**

*In this section, describe how you have contributed to teamwork and/or leadership, including your involvement in the academic community (e.g. academic positions of trust), and your key merits in teaching, mentoring and supervision. Please highlight your main achievements and reflect on your contributions as a team member and as an individual.*

*Your main merits and outputs may be related to for example projects or research teams you have led; projects or research teams in which you have been a member; management positions; administrative tasks; committee work; data management or data curation experience; mentoring students or colleagues; or internship supervisions. You can support your argument with indicators, such as scientific reviewer tasks; scientific editorial tasks (e.g. acting as editor or as member of the editorial board), conference/committee memberships, or the creation of new research projects*

*Furthermore, key outputs in teaching may be related, for example, to the courses or teaching events you have developed or taught (e.g. lecture, seminar, workshop, summer school); theses supervised (including dissertation supervision); teaching methods developed; online courses/open MOOCs developed; educational resources opened; or textbooks published. You can support your argument with indicators, such as student feedback, teaching prizes or awards, invited lectures, views of online courses/open MOOCs, or the number of open learning material downloads.*

*Please respond to the following questions:*

|  |
| --- |
| What are your key merits or achievements in **teaching, mentoring and supervision**? Describe concretely 1–3 of your key outputs to support your argument. Justify why your merits and outputs are significant.*(1000 characters maximum, including blanks)* |
| *Write here* |
| Teaching activity*Enter the type of teaching activity: subject, lecture, seminar, talk, etc., which is relevant, as well as the other* *information requested: institution, period, number of hours and language in which it was given.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  Activity  | Subject taught |  Institution  |  Period  | No. of hours(Total or per week) | Language |
| Write here | Write here | Write here | Write here | Write here | Write here |
| Write here | Write here | Write here | Write here | Write here | Write here |
| Write here | Write here | Write here | Write here | Write here | Write here |
| Write here | Write here | Write here | Write here | Write here | Write here |
| Write here | Write here | Write here | Write here | Write here | Write here |

 |
| What are your key merits or achievements in **teamwork, management and/or leadership**? Describe concretely 1–3 of your key achievements or outputs to support your argument. Justify why your achievements and outputs are significant.*(1000 characters maximum, including blanks)* |
| Write here |

**B.3 Community engagement and societal outreach (via dissemination and engagement with stakeholders or broader public)**

*In this section, please describe how you have contributed to the wider society.

Your main merits and outputs may be related to, e.g. how your work has contributed to the development of new (economic/environmental/medical/social/technological etc.) innovations, policies, or business opportunities; societal discussions or services; engagement with non-academic actors (e.g. schools, citizens, stakeholders) in your research; or organising events for the general audience (e.g. school visits, science festivals).*

*You can support your argument with indicators, such as the number of popularised publications (publications intended for a wider audience than academia); encyclopedia articles (e.g. Wikipedia articles); social media discussions based on your research/teaching; policy documents citing your research; expert, consultancy or advisory tasks in companies, public or third sector organisations; papers co-authored with non-academics; television or radio appearances; magazine or news articles based on your research/teaching; number of mentions related to your research/teaching in blogs; patents or spin-off companies based on your research; new projects with non-academic partners.*

*Please respond to the following questions:*

|  |
| --- |
| What are your key merits or achievements in terms of **societal impact and/or societal outreach**, e.g. dissemination and engagement with stakeholders or broader public? Describe concretely 1–3 of your key outputs to support your argument. Justify why your merits or achievements are significant.*(1000 characters maximum, including blanks)* |
| Write here |

**C. Motivation**

*In this section, describe your motivation, personal career development and training objectives and why you want to complete the NOVEL training program.*

*Please respond to the following statement to share your future goals with us:*

|  |
| --- |
| Describe why completing the 36-month NOVEL MSCA Postdoctoral Programme appeals to you and how it aligns with your future career prospects.*(1000 characters maximum, including spaces)* |
| Write here |

**E. Publications**

*Provide a full list of your publications. List up to ten most relevant ones* ***first****. For articles, include all authors in order, year of publication, title of the article, name of the journal, volume: initial page-final page. If there are more than 10 authors, indicate the total number of authors and the position of the researcher submitting this application (e.g. 95/18). For a book or book chapter, please also include the publisher and ISBN.*

*PLEASE NOTE THAT YOU CANNOT INCLUDE IMPACT FACTORS OR JOURNAL, PUBLISHER, OR CONFERENCE RANKINGS. We will not consider documents that include impact factors or rankings.*

|  |
| --- |
| Provide full list of your publications. List up to ten most relevant ones. |
| Write here |

**F Further important merits**

**F.1 Participation in projects**

*List the most relevant projects in which you have participated (maximum 5), including: project reference number, title, funding body and call, name of the principal investigator and affiliation, start and end date, amount of the grant, type of participation (principal investigator, researcher, European project coordinator, etc.) and whether the project is under evaluation or pending resolution.*

**F.2 Funding**

*List the most relevant funding you have received as the main applicant (f.ex. personal grant) (maximum 5): name of the funding body, type of funding, amount of the funding, year of receiving the funding.*

**F.4 National and international congresses/conferences**

*In this section, give details of your attendance at conferences, the venue, subject, duration and your role in the conference, whether you were an attendee, speaker, member of a round table, etc.*

**F.5 Participation in contracts, technological or transfer merits**

*List the most relevant contracts in which you have participated, as well as the technological or transfer merits (maximum 5), including title, company or entity, name of the principal investigator and affiliation entity, start and end date, amount and other data that you consider of interest.*

**E.6 Patents**

*List the most important patents, indicating the authors in order of signature, reference, title, countries of priority, date, owner entity and companies that are exploiting them.*

**E.7 Other merits**

*Other information that you consider useful and that is not included in any of the previous sections (maximum 5). For example, participation in industrial or social innovation, utilisation of software, entrepreneurship experience…*

**F Further important merits**

|  |
| --- |
| Please, describe these further merits into the textbox below. You may use the subheadings above. (5000 characters maximum, including spaces) |
| Write here |

**G. English language proficiency**

 *(Specify the MCERL level)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   |  Writing  |  Speaking  | Reading | Any language test certificates, which ones? |
|  English | Write here | Write here | Write here | Write here |

*Common European Framework of Reference for Languages*

***Level: A1/A2:*** *Basic User* ***- B1/B2:*** *Independent User* ***- C1/C2****: Proficient User*