



CV vs. Résumé

We hear the terms “résumé” and “CV” all the time in career development, but often it’s hard to know the difference or when to use each document type. So, to help you out let’s start by defining each item.

CV

A CV – or Curriculum Vitae – is an itemized list of a person’s entire education, publications, accomplishments, notable projects, awards, honors, achievements, and professional experiences. In one document you’re trying to sum up your whole career in detail, focusing mainly on the academic side. For someone at the entry level this will probably result in two to four pages, and someone well into their career could have more than ten pages. There is no length limit for a CV, it all depends on an individual’s level of experience. Academia is often the only industry that will request a CV in the United States.

Résumé

A résumé on the other hand is a quick summary of a person’s relevant education and experiences. This document will typically include sections on education, professional and volunteer experiences, and any relevant skills, training, or certificates. Usually a résumé for an entry level individual will only be a page long, and those who have been in the workforce for a while can justify a résumé that is two pages long. All industries in the United States except for the Education field will ask for a résumé.



Overview

	CV	Resume
Length	No Length Limit	1 page (2 pages max!) unless there's a lot of relevant work experience
Content	Describes entire education and professional career in detail	Summarizes only relevant education, experiences, and skills
Use	Most often used in the education industry	Used for all professional industries expect education

Examples

Below, you will find examples of both a CV and a Resume using the same person. You'll see the CV describes a much more in-depth look at the student's academic involvement and accomplishments, whereas the resume is a much briefer history of their work history and information that might to relate to a specific job.

[Résumé](#)

[CV](#)