

# Resume

Attach a portrait  
photo (4cmx3cm),  
plain background.  
Digital image  
acceptable.

Date (YYYY/MM/DD)

20XX/XX/XX

Name	Family	First	Middle
	SMITH	JOHN	
In Katakana	スミス	ジョン	
Date of Birth (YYYY/MM/DD)	1970/1/17	Age	40
Sex	Male	Nationality/ Domicile	United Kingdom
Status of Residence	Student	Date of expiration (YYYY/MM/DD)	XX/XX/XX
Address	〒101-8301 1-1 Kanda-surugadai, Chiyoda-ku, Tokyo		
Landline Phone	03-3296-XXXX	Mobile Phone	090-XXXX-XXXX
E-mail	xxxx@xx.ne.jp		
Contact in Case of Emergency		You cannot use Meiji mail.	
Name	Edward Smith	Relation	Father
Address	Great Street, London, WC1A 1BC		
Phone	+44 (0)20 XXXX XXXX		

Enter nationality for foreign  
nationals and legal domicile for  
Japanese nationals.

## Education (high school, universities, etc.)

Name of School (Faculty, Program) , Country	Period (YYYY/MM)	Completion, Degree, Graduated or Quit
England High School,UK	1985/4 ~ 1988/3	Graduated
B.A. England University School of Public Affairs, UK	1988/4 ~ 1992/3	Graduated
M.A., Meiji University Graduate School of Political Science and Economics, Japan	1994/4 ~ 1996/3	Graduated
Ph.D., Meiji University Graduate School of Political Science and Economics, Japan	2005/4 ~ Present	Enrolled
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**Academic Degrees**

Degree, Title of Dissertation	Name of School, Country	Date (YYYY/MM/DD)
M.A. in Economics	Meiji University Graduate School of Political Science and Economics, Japan	1996/3/26

**Employment**

Period (YYYY/MM)	Employer, Position (Full or Part-time)
1992/4/1 ~ 1994/3/31	Unemployed
1996/4/1 ~ 1999/3/31	Unemployed
1999/4/1 ~ 2001/3/31	Research Fellowship, Japan Society for the Promotion of Science
2001/4/1 ~ Present	Lecturer (part-time), XX University School of Political Science and Economics
2005/4/1 ~ 2007/3/31	Research Assistant, Meiji University School of Political Science and Economics
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**【Record of Awards, Punishments, or Disciplinary Actions】**

Record	Date (YYYY/MM)	Detail
Yes		
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None		