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# DR ZULEYKA ZEVALLOS

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Use clear section borders, headings & bullet points

## EDUCATION

- **Doctor of Philosophy** (Sociology), Swinburne University of Technology, 2004. Dissertation title: *'You Have to be Anglo and Not Look Like me': Identity Constructions of Second Generation Migrant-Australian Women*
- **Bachelor of Arts** (First Class Honours), Swinburne University of Technology, 2000. Dissertation title: *'That's My Australian side': The Ethnicity, Gender and Sexuality of Young Women of South and Central American Origin*
- **Bachelor of Arts**, (Sociology and Media) Swinburne University of Technology, 1999.

If you've done a thesis include the title

## EMPLOYMENT

### Lecturer, Researcher & Tutor, Swinburne University, Jan 2001-Nov 2005

- **Role:** Course Convenor, lecturer and tutor for courses including 'The Family, Sex and Society,' and 'E-Society: Sociology of the Electronic Age'
- **Research:** research, publications and media on intersections of identities for migrants; social marketing for vulnerable consumers; database management
- **Career highlight:** Published eight peer-reviewed articles within a two-year period; presented at several conferences; and my research was featured in The Age, SBS and other national media.

Spell out one key skill for the job, such as 'research'

### Lecturer, Monash University, Jan-Jun 2005

- **Role:** Course convenor for 'Sociology of Ethnicity and Minority Relations,' and teaching 'Sexuality, Gender and Social Relations'
- **Career highlight:** Headhunted by Head of Department to create new Sociology of Ethnicity course, for delivery in less than one month, whilst maintaining research publications.

Include one key job highlight for each role, with specific outcomes. E.g. published X number of papers; achieved this specific target; improved customer service by X%

### Research Assistant to Dr Michael Gilding, Swinburne University of Technology, 2002-2005

- **Role:** compiling literature reviews; data management; and proofreading
- **Research:** analysis of 'Rich List' businesses; database and website content for the Australian Centre for Emerging Technologies and Society; research for biotechnology database

### Research Assistant, Institute for Social Research, 2001

- **Role:** interviewer for study on social services by the Institute for Social Research
- **Research:** phone interviewing and data entry.

Include relevant jobs on the front page. Move other jobs less relevant to other sections

## RESEARCH EXPERIENCE

- **Research areas:** ethnicity; race; gender; sexuality; feminism, national identity; religion; media; anti-racism; multiculturalism
- **Qualitative methods:** software analysis using NVivo; completed qualitative research course: 'Focus Group Interviewing' (2002); conducted 50 interviews for my PhD and 10 for my Honours thesis; conducted 11 interviews for study entitled 'An Exploration of the Attitudes Towards Feminism of Young Female Students' (1999)
- **Quantitative methods:** quantitative social surveys; completed Quantitative research short course: 'Surviving statistical Analyses Using SPSS' (2005).

Expand on the main key skill needed for the career you want. Spell out qual & quant skills

List relevant software/tech skills & courses

## SKILLS AND EXPERIENCE

### Teaching

- **Skills:** co-ordinating and planning course material and assessment; administration of classes, including on online platform, *BlackBoard*; delivering lectures; maintaining online learning website for students; facilitating class discussions; marking essays and exams. I have consistently achieved student evaluations which range from 80% to 100% in level of student satisfaction with my teaching style and the course material
- **Thesis examiner:** I have examined three Honours theses on the topic of DNA paternity testing.

List other skills in order of importance to the types of roles you're applying for. Move sections around based on the job

### Other Leadership

- Completed Leadership and Entrepreneurial Attributes Development (LEAD) programme for Swinburne postgraduate students, 2002-2003
- Managed and supervised the Safeway Delicatessen and Seafood Departments during Easter and Christmas months and on weekends, 1998-2001
- Student Leader, My High School, 1996
- Peer Support Leader, My High School, 1994.

New graduates: include your recent high school or non-specialist work experience

### Technical Skills & Qualifications

- **Advanced MS Office**, including Word, Excel, PowerPoint, Access and Outlook.
- **Foresight and Scenario Planning** course, Swinburne University, 2003
- **Diversity Management in Organisations** course, Swinburne University 2003
- **Vocational training** includes OHS and 'Customer Care,' Safeway, 1998-2001
- **Website and blog design** on Wordpress, Blogger, Tumblr, Drupal, Joomla, and Anahita
- **Intermediate design software** includes Adobe Creative Suite
- **Social media management** using Hootsuite, Buffer, MailChimp, Facebook, Twitter, LinkedIn, Instagram. Further details on [my website](#).

### Editing

- Guest Editor: *Journal of Iberian and Latin American Research*, July 2005
- Guest Editor: *Nexus*, June 2008
- Reviewer: *Journal of Intercultural Studies*.

Spell out whether you have beginner, intermediate or advanced skills. Don't oversell as you'll get caught out at work!

Include your social media, but only if you're using this professionally. Either way, employers might check your accounts, so make your content private and keep your public profiles professional and relevant to the job where possible

### Media interviews and experience

- Today Tonight, Seven Network, 5 September 2005
- Radio Adelaide 101.5FM, 5 August 2005
- The Australian, 23-24 July 2005
- 105.7 ABC Darwin, 18 of July 2005
- 936 ABC Hobart, 14 July 2005
- The Herald Sun, 13 July 2005
- Sydney Morning Herald, published 7 July 2005
- Fiveaa Adelaide 1395AM, 7 July 2005
- SBS television news, July 2003
- Australia-Japan Foundation, *Aus E-study*, issue 6, 2003
- Co-host and co-producer of weekly radio programmes at My High School, 1994
- Guest presenter on 3RIM FM, 1994.

Don't worry if you haven't got media experience! But if you're going to include this section, list it towards the end, unless you're going for a communications role

### Customer Service:

- Delicatessen and Seafood Customer Service Attendant, Safeway, 1998–2001
- Customer Service Assistant, Target, 1998
- Waitress, Melbourne Café, Melbourne, 1997-1998
- Shop Assistant, Local Lolly Store, Melbourne, 1994
- Skills: management and supervision; delegating duties to staff; placing orders; plan rosters and stock purchases to a budget; facilitating healthy working relationships between staff members to increase team solidarity.

Non-research jobs listed under 'customer service' which employers will still appreciate!

### Awards

- School of Social and Behavioural Sciences Swinburne Postgraduate Conference and Travel Grants Scheme Scholarship, 2004
- The Australian Sociological Association/Australian Association of Social Research (TASA/AASR) Postgraduate Conference Scholarship, 2003
- Australian Postgraduate Award Scholarship, 2001-2004
- Swinburne University Accreditation for Excellent Academic Performance in Methodology of Social Research, 1999
- My High School Certificate of Excellence in English, Science, Social Studies, Earth Science, Consumer Education, Religious Education and Textiles, 1994
- My High School June Arts Award, and Consumer Education Award, 1994
- My High School Music Award, 1993
- My High School Certificate of Excellence in English, Religious Education, Home Economics and Music, 1993
- My High School English Award, 1992
- My High School Certificate of Excellence in English and Mathematics, 1992.

List travel scholarships or other awards. Include high school if you're early career

## Other teamwork and achievements

- Victorian Mathematics Talent Quest, 1994
- Lighting Technician for My High School Theatre Restaurant, 1994
- Member of My High School Cross Country Team, 1993
- Chef for My High School Theatre Restaurant, 1993.

Early career applicants, including sports or extra-curricular roles helps to show you are a team player

## SELECTED PUBLICATIONS

- 2005 “It’s Like We’re Their Culture”: Second-Generation Migrant Women Discuss Australian Culture,’ [People and Place](#) 13(2): 41-49
- 2005 “Todos Somos Latinos”: Ethnic Identity Constructions of Second Generation Latin American Women,’ [Journal of Iberian and Latin American Studies](#) 11(1): 141-149
- 2005 Community/Identity: Latin Americans in Australia, [Journal of Iberian and Latin American Studies](#) 11(1): 93-94
- 2005 ‘Being Australian Is Having Some Sort of Cultural Background’: The Australian Identities of Turkish And Latin-American Women’, in R. Julian and R. White (Eds) [Community, Place and Change. Proceedings of The Annual Conference of The Australian Sociological Association](#) 5-8 December 2006. Hobart: The Australian Sociological Association and The University of Tasmania
- 2004 Where Are “Wogs” From? Exploring Subjective Understandings of Racism, in R. Julian and R. White (Eds) [Revising Institutions: Change in the 21st Century. The Annual Conference of The Australian Sociological Association](#) 8-11 December 2004. Beechwood: The Australian Sociological Association and La Trobe University
- 2003 Z. Zevallos and M. Gilding “I’m Not Your Typical Blond-Haired, Blue-Eyed Skippy Second Generation Australians and Multiculturalism,’ pp. 186-207 in D. Weiss (Ed.) [Sojourn: Exclusion: An Approach to the Australian Case](#). Frankfurt am Main: Peter Lang
- 2003 “That’s My Australian Side”: The Ethnicity, Gender and Sexuality of Young Women of South and Central American Origin,’ [Journal of Sociology](#) 39(1): 81-98
- 2003 “A Woman is Precious”: Constructions of Islamic Sexuality and Femininity of Turkish-Australian Women,’ in P. Corrigan, et al. (Eds) [New Times, New Worlds, New Ideas: Sociology Today and Tomorrow](#), Proceedings of The Annual Conference of The Australian Sociological Association 4-6 December 2003. Armidale: The University of New England.

Don’t worry if you don’t have publications! But if you’ve published, then move them to the end, and keep all your publications in your main CV. The CV you send to employers should only include selected publications relevant to the role to which you’re applying. If you run a blog or write for your university paper, you can list these here

## SELECTED PRESENTATIONS

- ‘Finishing Your PhD’ workshop, TASA Postgraduate Workshop, 2004
- Sociology booth at Swinburne’s annual Expo, 2001-2002.

Peer-reviewed conference publications are better listed above. Other presentations separately here

## PROFESSIONAL AFFILIATIONS

- Swinburne University, Adjunct Research Fellow, 2005-current
- Member of The Australian Sociological Association (TASA), 2001-present
- Member of Latin American Migration in Australia (LAMA), 2003-present
- Member of Postgraduates After Critical Thinking (PACT), 2003-present.

Membership in student clubs can go here

## VOLUNTEERING

- **Your role, name of organisation, years.**

List your volunteering separately but like your paid jobs. Include a 'highlight' of each role, if relevant

## REFEREES

### **Name of two referees here**

Their Title, Organisation.

Phone number and email.

Up to date contacts of at least two to three referees. Make sure you let your referees know you've started applying for jobs so they're not caught off guard. They might want to know a little about the job, especially if you're selected for an interview, so they can tailor their reference

Keep a decent-sized border, rather than trying to squeeze in extra detail