

# Chris A. Williams

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History Department  
Arts Faculty  
Current University  
Academic Hall  
Anytown  
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Email: chris@currentuni.ac.uk

Date of Birth: 25 December 1968

Telephone: home, work & mobile

## Career Aim

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I am an excellent all-round researcher and project manager aiming to find my next post in management consultancy. My key strengths, drawn from varied career and personal interests, match the advertised job role as detailed below.

## Skills Profile

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*NB: Choose 4-6 skill areas carefully tailored to the needs of the job description.*

### **Project Management/Consultancy**

Led a team of four in 1996 as Course Director for the OU Summer School at University of London, organising schedules and activities for 20 attendees. As an external examiner for the history department at the University of Huddersfield, I have a role which requires me to be credible and professional in situations which sometimes require tact and diplomacy.

In 2005, I initiated an idea for a BBC Radio 4 programme which subsequently became a series of broadcasts over a 2 year period. As the consultant for this series "The Things We Forgot to Remember" I used professional expertise to guide the development of the broadcast. I also acted as consultant author for an OU-published CD Rom "Images in the History of Medicine".

As a result of a successful bid to the Arts & Humanities Research Council in 2006, I was awarded a grant of £42,000 to carry out a large research project, supervising 4 other members of the department.

### **Information Technology:**

I have developed a unique application in MySQL/PHP to help with family history research. As a computer technician at the University of Sheffield I taught undergraduates skills in database construction and interrogation.

At University of Leicester 1991-1992 I designed and implemented a website for a web-supported course on the history of convict transportation, using Dreamweaver. I was also a demonstrator for a level 2 IT-based module.

### **Data Handling:**

As a historian, I am an expert in data handling and these skills are of great value in the consultancy process. I am used to defining accurate research questions, finding and evaluating key information sources (human, electronic and printed), recording information in spreadsheets or databases, and finally extracting the useful data and using it to form complex judgements. For example, in my PhD research on Police and Crime in Sheffield 1818 – 1874 I had to use the Sheffield Criminal Statistical Returns to uncover the problems of recording and analysing crime.

*This example has been based upon a real CV, but some information has been changed/included. It appears here by kind permission of the researcher who generously provided the source material.*

## Employment

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Keep this section to the bare minimum - relevant information should be in the skills profile.

### **Open University, 1999 – present**

**Lecturer**, Sept 2003 – present & **Research Fellow**, Oct 1999 - Sept 2003

Chair of three course teams and a key member of the panel in charge of managing department's research funding strategy.

### **University of Leicester, 1992-1999**

Tutor and Demonstrator

### **University of Sheffield, 1993-1998**

Computer Technician and Demonstrator

## Education

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Keep this section to the bare minimum - relevant information should be in the skills profile.

PhD History (Social Sciences), University of Sheffield, 1993-98

Thesis: ***Police and Crime in Sheffield 1818-1874*** under the supervision of Dr D Historian

MA Urban History, University of Leicester, 1991-92. Awarded Distinction

BA (Hons) Modern History, University of Oxford, 1987-90. Awarded University Scholarship in 1988. Final classification: 2i

## Interests

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The focus here is on achievement and any job-relevant skills

- I am a member of the *Social History Society* and sit on the committee which organises the national conference, attracting approx 50 attendees
- I sit on the Subject Specialist Network for the *Crime and Punishment* group, which is a collaboration of more than 20 national professional associations who provide advice and support to museums, archives, libraries in the UK and abroad.
- *Rock Climbing*: I have always enjoyed pushing myself, both mentally and physically, and have walked and climbed in the Himalayas, Africa, the Alps and Britain. Have enjoyed rock climbing for many years and hold leadership and supervisory qualifications in mountaineering and rock climbing.
- *Genealogy*: I am currently researching my own family tree and have used my knowledge of historical sources to help a number of friends to get started.

## References

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Provide full contact details for current line manager and a previous employer, or person with standing in the community.

Prof A Historian

Head of History Department

Open University

Campus

Town Postcode

Telephone Number/Personal Email

Mrs S Historian

Secretary

Social History Society

Street Name

Town Postcode

Telephone Number/Personal Email

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