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| ***WORK EXPERIENCE SHEET*** |
|  ***Instructions: 1.*** *Include only the work experiences relevant to the position being applied for.**2. The**duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed starting with the most recent/present employment*   |
| * Duration:
* Position:
* Name of Office/Unit:
* Immediate Supervisor:
* Name of Agency/Organization and Location:
* List of Accomplishments and Contributions (if any)

 * Summary of Actual Duties
 |
| * Duration:
* Position:
* Name of Office/Unit:
* Immediate Supervisor:
* Name of Agency/Organization and Location:
* List of Accomplishments and Contributions (if any)
* Summary of Actual Duties

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***Attachment to CS Form No. 212***

 (Signature over Printed Name

of Employee/Applicant)

 Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_