|  |
| --- |
| ***WORK EXPERIENCE SHEET*** |
|  ***Instructions: 1.*** *Include only the work experiences relevant to the position being applied to.**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 from most recent first.*   |
| * 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
 |

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

(Signature over Printed Name of Employee/Applicant)

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