

EMPLOYEE BIOGRAPHICAL SKETCH

1. NAME: _____ VACANCY NUMBER: _____
 ELECTRONIC MAILING ADDRESS: _____
 SURFACE MAILING ADDRESS: _____

 PHONE NUMBER: _____

2. EXPERIENCE: *(List last 15 years, beginning with the most RECENT DATE. Clearly identify any temporary promotions.)*

DATES <i>(From MO/YR)</i>	POSITION TITLE, SPECIALTY SERIES, GRADE/STEP	ORGANIZATION NAME/LOCATION NAME & TELEPHONE NO. OF IMMEDIATE SUPERVISOR

3. APPLICABLE EDUCATION AND TRAINING: *(Beyond High School)*

DEGREE:
MAJOR/MINOR:
DATE OF GRADUATION:

4. LAST OFFICIAL PERFORMANCE RATING: *(Check Appropriate Level)*

Outstanding Superior Fully Successful Marginal Unacceptable

OFFICIAL RATING MAY BE REQUESTED PRIOR TO SELECTION

May we contact your supervisor without first notifying you? YES NO

Current Supervisor's Name: _____

Supervisor's Work Phone: _____

5. LIST, BY DATE, ANY AWARDS, CITATIONS, OR SPECIAL ASSIGNMENTS: