



# MANAGEMENT RESUME

(Additional forms available upon request)

Please fill in all spaces; use full first, middle and maiden names-no initials. If an item is not applicable, please indicate so. You may include additional relevant information on a separate sheet. Sign and date where indicated.

Name \_\_\_\_\_ SS# \_\_\_\_\_  
First Middle Maiden Last

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

Residence Telephone (\_\_\_\_) \_\_\_\_\_ Business Telephone (\_\_\_\_) \_\_\_\_\_

Residence Address \_\_\_\_\_  
Street City State Zip

Previous Address \_\_\_\_\_  
Street City State Zip

Lived there from \_\_\_\_\_ To \_\_\_\_\_  
Month and Year Month and Year

Spouse's Name \_\_\_\_\_ SS# \_\_\_\_\_  
First Middle Maiden Last

Are you employed by the U.S. Government? \_\_\_\_\_ Agency/Position \_\_\_\_\_

Are you a U.S. Citizen? Yes  No  If no, give Alien Registration Number \_\_\_\_\_

Have you ever been charged with or convicted of any criminal offense other than a misdemeanor involving a motor vehicle violation? Yes  No   
If yes furnish details in a separate exhibit.

Are you current on all taxes? Yes  No  Do you have any liens/judgements Yes  No

### EDUCATION

College or Technical Training Name & Location \_\_\_\_\_ Dates Attended From/To \_\_\_\_\_ Major \_\_\_\_\_ Degree or Certificate \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### MILITARY SERVICE BACKGROUND

Branch \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_ Honorable Discharge \_\_\_\_\_

Rank at Discharge \_\_\_\_\_ Major assignment/accomplishment \_\_\_\_\_

### WORK EXPERIENCE (List chronologically, beginning with present employment)

Company Name/Location \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Title \_\_\_\_\_

Duties \_\_\_\_\_

Company Name/Location \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Title \_\_\_\_\_

Duties \_\_\_\_\_

Company Name/Location \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Title \_\_\_\_\_

Duties \_\_\_\_\_

I certify that the information contained in the Management Resume is true and correct as of the date below.

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