**AKCIS and ALEXsys**

**Education and Work History Worksheet**

**Education History**

School Name:

Address (line 1):

Address (line 2):

City :

State :

Zip:

Start Date :

End Date :

School Name:

Address (line 1):

Address (line 2):

City :

State :

Zip:

Start Date :

End Date :

School Name:

Address (line 1):

Address (line 2):

City :

State :

Zip:

Start Date :

End Date :

Workshops and Training

Workshop Title:

Sponsor:

Start Date:

End Date:

Training:

Certificates:

Workshop Title:

Sponsor:

Start Date:

End Date:

Training:

Certificates:

Workshop Title:

Sponsor:

Start Date:

End Date:

Training:

Certificates:

Standardized Tests

Test Name:

Date Taken:

Test Results:

Test Name:

Date Taken:

Test Results:

Test Name:

Date Taken:

Test Results:

Work History

Employer

Address (line 1):

Address (line 2):

City :

State :

Zip:

Phone:

Start Date :

End Date :

Starting Pay:

Ending Pay:

Hours Per Week:

Job Title:

Supervisor's Name:

Duties:

Highlights / Accomplishments:

Reason for Leaving:

Work History

Employer

Address (line 1):

Address (line 2):

City :

State :

Zip:

Phone:

Start Date :

End Date :

Starting Pay:

Ending Pay:

Hours Per Week:

Job Title:

Supervisor's Name:

Duties:

Highlights / Accomplishments:

Reason for Leaving:

Volunteer Work/Community Service

Organization:

Address (line 1):

Address (line 2):

City :

State :

Zip:

Phone:

Start Date :

End Date :

Hours Per Week:

Total Hours:

Supervisor's Name:

Duties:

Organization:

Address (line 1):

Address (line 2):

City :

State :

Zip:

Phone:

Start Date :

End Date :

Hours Per Week:

Total Hours:

Supervisor's Name:

Duties:

References

First Name:

Last Name:

Relationship:

Employer:

Title:

Address (line 1):

Address (line 2):

City :

State :

Zip:

Work Phone:

Home Phone:

E-mail:

First Name:

Last Name:

Relationship:

Employer:

Title:

Address (line 1):

Address (line 2):

City :

State :

Zip:

Work Phone:

Home Phone:

E-mail:

References

First Name:

Last Name:

Relationship:

Employer:

Title:

Address (line 1):

Address (line 2):

City :

State :

Zip:

Work Phone:

Home Phone:

E-mail:

First Name:

Last Name:

Relationship:

Employer:

Title:

Address (line 1):

Address (line 2):

City :

State :

Zip:

Work Phone:

Home Phone:

E-mail: