

Tab IV—Work Experience

Part C: Documentation

In the rest of this section, include copies of your supporting documentation from the employer regarding this work experience. It must include

- your position/rank and job description(s) and
- verification of your dates of employment in the position.

All letters of verification must have

- an inked or electronic signature;
- be on letterhead or clearly indicate that the letter was received electronically; and
- provide a means of contacting the writer of the letter, e.g., a current postal address, phone, and/or e-mail address.

In addition to the above, you may include

- copies of annual performance evaluations, and
- any other relevant information, such as certificates of achievement or for trainings not included in any V-Tabs.

If any of the specific documentation listed above is not included, please explain in the space below: