Statement of Relevant Prior Civilian Work Experience or Active Duty Uniformed Service for Military Retirees Not Otherwise Creditable for Enhanced Rate of Annual Leave Accrual

To be Completed by Candidate

CANDIDATE NAME	POSITION
DEPARTMENT	

List below your prior civilian work experience or active duty uniformed service for military retirees not otherwise creditable, to be credited toward your annual leave service computation date. Please attach supporting documentation (e.g., resume, DD-214, officer or enlisted evaluation reports, duty certification from prior supervisors, or other acceptable documentation).

Name of Organization	From Month-Day-Year	To Month-Day-Year	Type of Work Schedule (Full-Time, Part-Time, Seasonal, Intermittent, ect.

I certify that the prior civilian work experience and/or active duty uniformed service for military retirees identified above is directly related to the position for which I have been selected. I have not previously received prior annual leave service credit for the time listed.

Candidate Signature _____ Date Signed _____

SAMPLE

Written affidavit:

In the space below the candidate explains his/her experience. (This is NOT a valid affidavit without candidates signature)

SAMPLE

Candidate's Signature

Date Signed