

## Record of work history

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Starting with your earliest work experience after the age of 16, give details of all work that you have undertaken. You will then have a complete record of the essential information most commonly required when completing application forms.

Dates (from . . . to . . .)	Employer and employer address	Job title	Responsibilities	Experience acquired	Reason for leaving

The most important things I have learnt through my work history that are of benefit to me in other jobs (or in life more generally) are:

- 1.
- 2.
- 3.
- 4.
- 5.

*Copy and update*