

**SECTION L**

**ATTACHMENT IV**

**RESUME FORMAT**

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**RESUME FORMAT**

**Name:**

**Proposed Position with Offeror:**

**Duties and Responsibilities in Proposed Position:**

**Experience:**

(Identify employers, position titles, descending (i.e. most recent first) order of dates of employment including specific duties and responsibilities. Address specific information on the qualifications, experience, and demonstrated performance relevant to the proposed position, including individual leadership qualities.)

**Education:**

(Identify institution, degree earned, dates)

**Professional Development and Achievements:**

(Identify professional memberships, special training, professional registrations, awards, certifications, licenses, etc.)

**Commitment Statement:**

The following statement should be included on each resume:

If (name of Offeror) is awarded the contract, I agree to accept employment in the above stated position.

SIGNATURE OF INDIVIDUAL:

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