Employment Statement Template for Government Jobs

An **employment statement template** for government jobs provides a structured format for candidates to clearly present their work experience and qualifications. This template ensures all relevant information is included to meet government application standards. Using it simplifies the application process and highlights key competencies effectively.

Employment Statement Template

Personal Information

Full Name:

Address:

Contact Number:

Email Address:

Position Applying For

Job Title:

Job Reference Number (if applicable):

Employment History

Current or Most Recent Employer:

Position Held:

Dates of Employment:

MM/YYYY - MM/YYY

Key Responsibilities and Achievements:

Qualifications and Training

Education:

List your degrees, certifi

Relevant Training:

List relevant training, wo

Key Competencies

Describe how your skills and experience meet the requirements of this role:

References

Provide details of two professional references:

Name, Position, Organiz

Submit